

**PORT JEFFERSON FREE LIBRARY  
LIBRARY BOARD OF TRUSTEE MEETING  
BOARD MEETING AGENDA**

Meeting Date: November 15, 2021  
Meeting Place: Library Conference Room  
Meeting Time: 6:00 p.m.

**I. CALL TO ORDER, *introductory remarks***

**II. COMMENTS FROM THE BOARD/PUBLIC**

**III. APPROVAL OF AGENDA/MINUTES**

MOTION to approve the agenda for the meeting of November 15, 2021.

MOTION to accept the minutes of the October 25, 2021 Board Meeting.

**IV. FINANCIAL REPORTS**

**A. Business Manager's report to the Treasurer**

**B. Comparative Statements of Expenses and Revenue for the Month Ending October 2021**

**C. Expenses at a Glance for November**

1. FAO Warrants of October 1, 2021, October 15, 2021, and October 29, 2021
2. Payroll Warrants of October 1, 2021, October 15, 2021, and October 29, 2021
3. Capital Warrant as of October 11, 2021
4. Warrant of November 15, 2021

MOTION to accept all Financial Warrants as presented.

MOTION to accept the annual payment due to New York State & Local Retirement System in the amount of \$288,173.

**V. LIBRARY REPORTS**

**A. Director**

**B. Personnel**

MOTION to terminate Christina Blount as consultant to the Port Jefferson Free Library, effective immediately.

MOTION to accept the resignation of Library Aide Kathy Dempsey, effective November 2, 2021.

MOTION to accept the resignation of Librarian Barbara Rouse, effective November 15, 2021.

MOTION to accept the resignation of Librarian Melanie Hamilton, effective November 27, 2021.

MOTION to hire part-time Custodian Joseph Fabbio, at Step 1 \$19.92 per hour, effective immediately.

**VI. UNFINISHED BUSINESS**

**A. 114 Thompson Street Update**

**B. 205 E. Main Street Update**

**VII. NEW BUSINESS**

**A. Public Employer Health Emergency Plan**

MOTION to accept the Public Employer Health Emergency Plan into policy.

**B. CSDNET**

MOTION to accept the contract with CSDNET to configure and install a new on-premises phone system at \$23,781.98.

**C. Precision Microproducts of America, Inc.**

MOTION to accept the lease quote from Precision Microproducts of America, Inc. at \$1,005.50 for 36 months.

**D. SCLS Budget/Board of Trustees**

MOTION to cast five votes in favor of the SCLS FY 2022 Operating Budget as presented.

MOTION to cast five votes for Harold Trabold for SCLS Board of Trustees.

**VIII. CORRESPONDENCE AND COMMUNICATION**

**IX. COMMENTS FROM THE PUBLIC**

Executive session (if necessary)

Reconvene to public session (if necessary)

**X. ADJOURNMENT**

*Next Board Meeting: Monday, December 13, 2021 – 6:00 p.m./Meet the Candidates 5:30*