

PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING MINUTES

Meeting Date: January 24, 2022

Meeting Time: 6:00 p.m.

Present: John Grossman, President
Christian Neubert, Vice President
Joseph Orofino, Financial Officer
Nicole Connelly, Secretary
Karyn Jensen, Trustee

Joel Rosenthal, Trustee
Carl Siegel, Trustee
Thomas Donlon, Library Director
Jennifer DeLeo, Business Manager
Tori Marmol, Executive Assistant

I. CALL TO ORDER, *introductory remarks*

J. Grossman called the meeting to order at 6:02 p.m. and newly elected trustee Carl Siegel was welcomed by all.

A. 2022 Slate of Officers

J. Grossman-President, C. Neubert-Vice President, J. Orofino-Financial Officer, N. Connelly-Secretary
MOTION to accept the Board of Trustee slate of officers for 2022.
(Siegel; Jensen) unanimously approved

B. Comments from the Board

None.

C. Comments from the Public

None present.

II. APPROVAL OF AGENDA/MINUTES

MOTION to approve the agenda for the January 24, 2022 Board of Trustee Meeting.
(Rosenthal; Siegel) unanimously approved

MOTION to accept the minutes of the January 5, 2022 and January 10, 2022 Emergency Board of Trustee Meetings. (Connelly; Neubert) unanimously approved

MOTION to accept the minutes of the December 13, 2021 Board of Trustee Meeting.
(Connelly; Neubert) unanimously approved

MOTION to accept the minutes of the 113th Annual Meeting of January 13, 2021.
(Connelly; Neubert) unanimously approved

III. FINANCIAL REPORTS

A. Monthly report given by Jennifer DeLeo

B. Comparative Statement of Expenses and Revenue for the Month Ending December 2021

C. Expenses at a Glance for January 2022

1. FAO Warrants of December 10, 2021 \$60,173.70, and December 24, 2021 \$4,005.94.
2. Payroll Warrants of December 10, 2021 \$51,675.02 and December 24, 2021 \$50,148.85.
4. Warrant of January 24, 2022 \$51,072.15.

MOTION to accept all financial warrants as presented. (Siegel; Orofino) unanimously approved

IV. OATH OF OFFICE, *administered by T. Donlon*

V. LIBRARY REPORTS

A. Director Report

- Congratulated C. Siegel on his win.
- Discussion about a problematic patron.
- At this time, we have one Aide and one Custodian out due to COVID-19. We are still canvassing for Custodial positions.
- We met with the Village planning board and presented plans for building permits.
- The Annual report will be ready next month.

B. Personnel

No changes.

VI. UNFINISHED BUSINESS

A. Building Updates

Plans were presented to the Port Jefferson Village planning board for 205 East Main Street and 114 Thompson Street. Applications will be voted on in an upcoming meeting.

B. Library Budget - 2022-2023

1. Tax Cap Resolution

WHEREAS, the adoption of the 2022-2023 Fiscal Year Budget for the Port Jefferson Free Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and while it is not this Board's intention to exceed the New York State Tax Cap, we are very concerned with the lack of timely guidance, cooperation, and information coming from the New York State agencies charged with enforcing this law.

We feel it is necessary to enact this override resolution in order to protect our community's investment in their public Library. This will make our community immune from any errors, omissions, or other difficulties arising from the enforcement of this law.

WHEREAS, General Municipal Law Section 3-c expressly permits the Library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it RESOLVED, that the Board of Trustees of the Port Jefferson Free Library voted and approved to exceed the tax levy limit for the 2022-2023 Fiscal Year by at least the sixty percent of the Board of Trustees as required by state law on January 24, 2022.

MOTION to adopt the tax cap resolution as presented. (Siegel; Orofino) unanimously approved

2. Budget Resolution

A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2022 AND ENDING JUNE 30, 2023, MAKING APPROPRIATIONS FOR THE OPERATION OF THE PORT JEFFERSON FREE LIBRARY FOR SUCH A PERIOD. WHEREAS, this board has met at the time and place required to deliberate on the proposed operating budget for fiscal year 2022-2023 and heard all persons desiring to be heard thereon; now, therefore, be it RESOLVED, the sum of \$3,307,075 be approved for the general use and maintenance of the Port Jefferson Free Library during the fiscal year July 1, 2022-June 30, 2023, which said sum shall be raised by the taxation on the taxable property in Union Free School District #6, and that the Board of Education of said district be authorized and directed to collect said sum as provided by section 416 of the education law.

MOTION to adopt the 2022-2023 Library operating budget as presented.

(Orofino; Connelly) unanimously approved

C. Library Vehicle

C. Neubert gave an update regarding price quotes for the Library vehicle.

MOTION to purchase a truck, accessories, and carport for Library use not to exceed \$60,000.

(Orofino; Neubert) unanimously approved

VII. NEW BUSINESS

There was a discussion about replacing the lighting in the Children's department.

VIII. CORRESPONDENCE AND COMMUNICATIONS

The Board discussed current correspondence.

IX. COMMENTS FROM THE PUBLIC

None present.

X. ADJOURNMENT

MOTION to adjourn the meeting at 7:00 p.m. (Siegel; Jensen) unanimously approved

Respectfully submitted,

Nicole Connelly,
Secretary, Board of Trustees

Recorded by Tori Marmol