

PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING AGENDA

Meeting Date: July 25, 2022
Meeting Place: Library Conference Room
Meeting Time: 5:00 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 July 25, 2022 Board of Trustee meeting.

MOTION to accept the minutes of the June 27, 2022 Board of Trustee meeting.

IV. FINANCIAL REPORTS

A. Business Manager's report to the Treasurer

B. Comparative Statements of Expenses and Revenue for the Month Ending June 30, 2022

C. Reporting Payroll and Warrants

1. FAO Warrants of June 10, 2022 and June 24, 2022
2. Payroll Warrants of June 10, 2022 and June 24, 2022 (includes health insurance rebate)
3. Capital Warrant of June 29, 2022 and July 25, 2022
4. Warrant of July 25, 2022

MOTION to accept all Financial Warrants as presented.

MOTION to accept the Comsewogue-Port Jefferson Library Services 2022-2023 Joint Contracts for service to Miller Place and Mount Sinai.

MOTION to transfer \$2,750,000.00 from the checking account to the savings account.

MOTION to approve payment to SCLS for the EBSCO renewal in the amount of \$10,103.00.

MOTION to approve payment to SCLS-Telecommunications in the amount of \$9,900.00.

MOTION to approve payment to USPS for bulk mail replenishment in the amount of \$6,500.00.

V. LIBRARY REPORTS

A. Director

B. Personnel

MOTION to approve the title change of part-time Librarian Aide Annie McNulty step 1 at \$16.01 to part-time Adult Services Librarian Trainee step 1 at \$24.54, effective immediately.

VI. UNFINISHED BUSINESS

A. Building Updates

VII. NEW BUSINESS

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, August 22, 2022 - 5:00 p.m.