

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

Meeting Date: January 23, 2023  
Meeting Place: Library Conference Room  
Meeting Time: 5:00 p.m.

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

**Oath of Office** – administered by Library Director, T. Donlon.

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

## **III. APPROVAL OF AGENDA/MINUTES**

**MOTION** to approve the agenda for the January 23, 2023 Board of Trustee Meeting.

**MOTION** to accept the minutes of the December 12, 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 December 31, 2022**

### **C. Reporting Payrolls and Warrants**

1. FAO Warrants of December 9, 2022 and December 23, 2022
2. Payroll Warrants of December 9, 2022 and December 23, 2022
3. Capital Warrants of December 9, 2022 and January 23, 2023
4. Warrant of January 23, 2023

**MOTION** to accept all Financial Warrants as presented.

## **V. LIBRARY REPORTS**

### **A. Director**

### **B. Personnel**

**MOTION** to accept the resignation of part-time Teen Librarian Jessica Mudano, effective January 12, 2023.

**MOTION** to accept the resignation of part-time Children's Librarian Sarina LaTorre-Sicurella, effective January 21, 2023.

**MOTION** to hire part-time Teen Librarian Trainee Nicole Vion, at Step 1 \$25.04 per hour, effective immediately.

## **VI. UNFINISHED BUSINESS**

### **A. Building Updates**

### **B. 2023-2024 Library Budget – review and adopt**

#### **1. Tax Cap Resolution**

WHEREAS, the adoption of the 2023-2024 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 2023-2024 Fiscal Year by at least the sixty percent of the board of trustees as required by state law on January 23, 2023.

**MOTION** to adopt the tax cap resolution as presented.

## **2. Budget Resolution**

A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, 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 2023-2024 and heard all persons desiring to be heard thereon; now, therefore, be it RESOLVED, the sum of ~~\$X,XXX,XXX.XX~~ be approved for the general use and maintenance of the Port Jefferson Free Library during the fiscal year July 1, 2023-June 30, 2024, 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 2023-2024 Library Operating Budget as presented.

## **VII. NEW BUSINESS**

### **A. Library Attorney Contract Renewals**

**MOTION** to renew the 2023 retainer contracts with Kevin Seaman as General Counsel and Labor Counsel for an annual retainer of \$8,500.

## **VIII. CORRESPONDENCE AND COMMUNICATION**

### **IX. COMMENTS FROM THE PUBLIC**

Executive session (if necessary)

Reconvene to public session (if necessary)

### **X. ADJOURNMENT**