

PORT JEFFERSON FREE LIBRARY BOARD OF TRUSTEE MEETING AGENDA

Meeting Date: May 20, 2024

Meeting Place: Library Conference Room

Secondary Meeting Place: Harford Marriott, 200 Columbus Blvd., Harford CT 06103 Concierge Lounge

Meeting Time: 5:00 p.m.

I. CALL TO ORDER, *introductory remarks*

A. Comments from the Board.

B. Comments from the Public.

II. APPROVAL OF AGENDA/MINUTES

MOTION to approve the agenda for the May 20, 2024 Board of Trustee Meeting.

MOTION to accept the minutes of the April 29, 2024 Board of Trustee Meeting.

III. FINANCIAL REPORTS

A. Business Manager's Report to the Treasurer

B. Comparative Statements of Expenses and Revenue for the Month Ending April 30, 2024

C. Reporting Payrolls and Warrants

1. FAO Warrants of April 12, 2024, and April 26, 2024.

2. Payroll Warrants of April 12, 2024, and April 26, 2024.

3. Capital Warrant of May 20, 2024.

4. Warrant of May 20, 2024.

MOTION to accept all Financial Warrants as presented.

MOTION to transfer \$350,000 out of the BOA Budget Reserve Savings Account and into the BOA Operating Checking Account.

IV. LIBRARY REPORTS

A. Director

B. Personnel

MOTION to approve the hire of, Rocco Carpinelli, Caiden Hassell, Joshua Garcia, Finn Padilla, Matthew Wengatz, Matthew Cadicamo and Yosef Mimarbasi as seasonal Summer Reading Pages at \$16.00 per hour, effective immediately.

MOTION hire Lucy DeWitt as part-time Library Aide, at \$16.67/hr., effective immediately.

MOTION to appoint part-time Library Aide Kerry Crovello to full-time Library Aide at the same rate effective immediately.

MOTION to accept the resignation of part-time Security Guard Jason White as of May 11, 2024.

MOTION to accept the resignation of part-time Librarian, Amanda Costello as of May 29, 2024.

MOTION to accept the resignation of part-time Library Aide, Joyce Sheehan as of June 26, 2024.

MOTION to accept the termination of part-time Custodian Zachary Stewart as of May 13, 2024.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

A. SCLS

MOTION to approve the invoice from SCLS in the amount of \$33,707 for 2024 membership.

MOTION to approve quote from Restor Technologies Inc in the amount of \$10,810 for repairs to our Atrium.

VII. CORRESPONDENCE AND COMMUNICATION

VIII. COMMENTS FROM THE PUBLIC

Executive session (if necessary)

Reconvene to public session (if necessary)

IX. ADJOURNMENT

Next Board Meeting: Monday, June 17, 2024 - 5:00 p.m