

PORT JEFFERSON FREE LIBRARY

BOARD OF TRUSTEE MEETING MINUTES

Meeting Date: May 23, 2024

Meeting Time: 6:00 p.m.

Present: John Grossman, President
Christian Neubert, Vice President
Joseph Orofino, Financial Officer
Nicole Connelly, Secretary
Kristen Reilly, Trustee
Nancy Loddigs, Trustee
Jenny Bloom, Director
Jennifer DeLeo, Business Manager

Absent: Karyn Jensen, Trustee

I. CALL TO ORDER, *introductory remarks*

J. Grossman called the Meeting to order at 6:02 p.m.

A. Comments from the Board. None

B. Comments from the Public. None

II. APPROVAL OF AGENDA/MINUTES

MOTION to approve the agenda for the May 20, 2024 Board of Trustee Meeting. (Connelly; Neubert) unanimously approved

MOTION to approve the agenda for the May 23, 2024 Board of Trustee Meeting. (Connelly; Neubert) unanimously approved

MOTION to accept the minutes of the April 29, 2024 Board of Trustee Meeting. (Connelly; Reilly) unanimously approved

III. FINANCIAL REPORTS

A. Reporting Payrolls and Warrants

1. FAO Warrants of April 12, 2024(\$72,104.26), and April 26, 2024 (\$12,840.34).
2. Payroll Warrants of April 12, 2024(\$53,169.48, and April 26, 2024(\$52,987.36).
3. Capital Warrant of May 20,2024(\$6,253.91).
4. Warrant of May 20, 2024(\$69,967.43).

MOTION to accept all Financial Warrants as presented. (Neubert; Connelly) unanimously approved

MOTION to transfer \$350,000 out of the BOA Budget Reserve Savings Account and into the BOA Operating Checking Account. (Loddigs; Neubert) unanimously approved

MOTION to transfer \$125,000.00 out of the BOA Budget Reserve Savings Account and into the BOA Capital Fund Checking Account. (Neubert; Connelly) unanimously approved

IV. NEW BUSINESS

A. SCLS

MOTION to approve the invoice from SCLS in the amount of \$33,707 for 2024 membership. (Neubert; Connelly) unanimously approved

B. Atrium

MOTION to approve quote from Restor Technologies Inc in the amount of \$10,810 for repairs to our Atrium. (Connelly; Neubert) unanimously approved

C. 205 E Main

MOTION to approve the invoice from BBS Architect in the amount of \$170,924.48 for total work completed to date. (Loddigs; Orofino) unanimously approved

MOTION to approve the invoice from BBS Architect in the amount of \$27,170.00 for lower roof and south side wall repair. (Orofino; Connelly) unanimously approved

MOTION to approve the Belfor proposal in the amount of \$121,760. (Orofino; Connelly) unanimously approved

D. 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. (Reilly; Connelly) unanimously approved

MOTION to hire Lucy DeWitt as part-time Library Aide, at \$16.67/hr., effective immediately. (Reilly; Loddigs) unanimously approved

MOTION to hire Tiffany Ola as part-time Librarian, at \$36.92/hr., effective immediately. (Orofino; Connelly) unanimously approved

MOTION to appoint part-time Library Aide Kerry Crovello to full-time Library Aide at the same rate effective immediately. (Connelly; Orofino) unanimously approved

MOTION to accept the resignation of part-time Security Guard Jason White as of May 11,2024. (Reilly; Connelly) unanimously approved

MOTION to accept the resignation of part-time Librarian, Amanda Costello as of May 29, 2024. (Orofino; Connelly) unanimously approved

MOTION to accept the resignation of part-time Library Aide, Joyce Sheehan as of June 26, 2024. (Loddigs; Reilly) unanimously approved

MOTION to accept the termination of part-time Custodian Zachary Stewart as of May 13, 2024. (Connelly; Orofino) unanimously approved

V. COMMENTS FROM THE PUBLIC

None

VI. ADJOURNMENT

MOTION to adjourn the meeting at 6:09 p.m. (Orofino; Connelly) unanimously approved

Respectfully submitted,

Nicole Connelly,
Secretary, Board of Trustees

Recorded by Jennifer DeLeo

