CENTRAL ISLIP PUBLIC LIBRARY BOARD OF TRUSTEES MONTHLY MEETING MINUTES JUNE 26, 2024

Present:

Eileen Santangelo, President - Excused
Dr. Sharon A. Dungee, Vice-President
Dunia Mars, Secretary - Excused
Sharon Pedraza, Trustee
Luis Alcantara, Trustee
Tara Kohles, Director
Sharon Morgan, Treasurer
Suzanne McGee, Recording Secretary

Vice-President Dr. Sharon A. Dungee, called the meeting to order at 6:00 p.m., Trustee Luis Alcantara led the Pledge of Allegiance.

A motion was made by Dr. Sharon A. Dungee, seconded by Luis Alcantara, to go into Executive Session. All present voting aye, motion carried.

The meeting resumed at 6:20 p.m.

Luis Alcanara moved, seconded by Sharon Pedraza, to approve the minutes from the May Meeting. All present voting aye, motion carried.

TREASURER'S REPORT

Luis Alcantara moved, seconded by Dr. Sharon A. Dungee, to approve the following Outstanding Purchase Order Report, in the amount of \$4,948.13. All present voting aye, motion carried.

Luis Alcantara moved, seconded by Dr. Sharon A. Dungee, to approve the following Abstract Reports:

- Abstract #69 on June 11th, in the amount of \$23,218.46
- Abstract #70 on June 21st, in the amount of \$258,660.36

All present voting aye, motion carried.

Luis Alcantara moved, seconded by Dr. Sharon A. Dungee, to approve the following payroll distributions:

- May 8th, in the amount of \$77,136.67
- April 24th, in the amount of \$70,224.15

All present voting aye, motion carried.

A motion was made by Luis Alcantara, seconded by Dr. Sharon A. Dungee, to approve the Treasurer's Reports for May 2024 read as follows.

Beginning Balance \$5,893,429.41

Receipts & Transfers +\$767,492.99
Subtotal \$6,660,922.40
Expenses & Transfers -\$460,010.66
Ending Balance \$6,200,911.74
All present voting aye, motion carried.

Luis Alcantara moved, seconded by Dr. Sharon A. Dungee, to approve the following payroll distributions:

- May 8th, in the amount of \$77,136.67
- April 24th, in the amount of \$70,224.15

All present voting aye, motion carried.

There was no Public Expression

DIRECTOR'S REPORT

Ms. Kohles reported that a play area has been set up in the Children's Room. Additionally, the staff has received training on handling any concerns about the materials in the library's collection.

PERSONNEL

Ms. Kohles is requesting the hiring of Diana Gonzalez to the position of Library Clerk in the Children's Services Department. She is bilingual as well.

MOTIONS

Sharon Pedraza moved, second by Luis Alcantara, to approve the hiring of Diana Gonzalez, to the position of Part-Time Library Clerk in the Children's Department, effective July 1st, at an hourly rate of \$18.50. All present voting aye, motion carried.

Sharon Pedraza moved, second by Luis Alcantara, to approve the Community Room Requests by Outside Organizations as presented. All present voting aye, motion carried.

Sharon Pedraza moved, second by Luis Alcantara, to approve the Outreach Table Requests by Outside Organizations as presented. All present voting aye, motion carried.

Sharon Pedraza moved, second by Luis Alcantara, to approve the outside programs for payment as presented. All present voting aye, motion carried.

Dr. Sharon A. Dungee moved, seconded by Luis Alcanara, to move forward with Section 75 charges for an unnamed employee. All present voting aye, motion carried.

A motion was made by Dr. Sharon A. Dungee, seconded by Luis Alcantara, to go into Executive Session. All present voting aye, motion carried.

The meeting resumed at 6:42 p.m.

Luis Alcantara moved, seconded by Sharon Pedraza to approve the following 2024-2025 fiscal year adjustments as presented:

Business Manager; Glen Tannenbaum, Management Confidential employee, enters into a contract with the Central Islip Public Library from July 1 2024- June 30 2027, with a 5% salary increase per each year. The Library is to underwrite the cost to family health insurance, vision and dental coverage, or individual coverage as applicable upon retirement, after 10 years of full time service at the Central Islip Public Library.

Office Account Clerk, Harmony Johnson, Management Confidential employee, receives a 5% annual increase.

Senior Office Assistant; Reyna Vasquez-Bisono, Management Confidential employee, receives a 5% annual increase plus an additional 5 days of vacation leave.

Amendment to Director Tara Kohles' to the current contract, that the Library underwrite the cost of family health insurance, vision and dental coverage, or individual coverage as applicable, upon her retirement, and a one-time salary adjustment of 19,176.33.

Treasurer Sharon Morgan and Recording Secretary Suzanne McGee to receive a 5% annual increase.

Pages, Part-Time Contract Employees, to receive a 2% annual increase. Security Guards, Part Time Contract Employees, to receive a 3.5% annual increase

All present voting aye, motion carried.

Luis Alcantara moved, seconded by Dr. Sharon A. Dungee, to adjourn the meeting at 6:48 p.m. The next meeting is scheduled for Wednesday July 31, 2024, at 3:00 p.m. All present voting aye, motion carried.

Suzanne A. McGee	Resp	ectfully S	ubmitted
Suzanne A. McGee			