

**CENTRAL ISLIP PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING MINUTES
NOVEMBER 29, 2023**

Present:

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

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

A motion was made by Sharon Pedraza, seconded by Dunia Mars, to approve the minutes from the October Meeting. All present voting aye, motion carried.

TREASURER'S REPORT

Sharon Pedraza moved, seconded by Luis Alcantara, to approve the following Outstanding Purchase Order Report, in the amount of \$23,273.68. All present voting aye, motion carried.

Dunia Mars moved, seconded by Sharon Pedraza, to approve the following Abstract Reports:

- Abstract #55 on November 13th, in the amount of \$50,272.13
- Abstract #56 on November 24th, in the amount of \$300,141.52

All present voting aye, motion carried.

A motion was made by Dr. Sharon A. Dungee, seconded by Sharon Pedraza, to approve the Treasurer's Reports for October 2023 read as follows.

Beginning Balance	\$5,483,547.77
Receipts & Transfers	+\$403,616.73
Subtotal	\$5,887,164.50
Expenses & Transfers	- \$407,886.06
Ending Balance	\$5,479,278.44

All present voting aye, motion carried.

Dr. Sharon A. Dungee moved, seconded by Sharon Pedraza, to approve the

following payroll distributions:

- October 11th, in the amount of \$73,054.89
- October 26th, in the amount of \$81,156.44

All present voting aye, motion carried.

Luis Alcantara moved, seconded Dr. Sharon A. Dungee, to go into Executive Session at 6:07 p.m. All present voting aye, motion carried.

The meeting resumed at 6:45 p.m.

DIRECTOR'S REPORT

Ms. Kohles proposed the library adopt the Suffolk County Library's common voting date of Tuesday, April 2nd, 2024. The alternate date of April 9th, 2024 was agreed upon since Central Islip schools are closed on the prior week and many families may be out of town.

SCLS has proposed a minimal increase this year. As they provide several essential services to the library, Ms. Kohles recommends that we approve their 2024 budget as presented.

E-Book service has increased by 12% this year, which is on the rise as a main source of accessing books.

SCLS has a vacancy for the Islip area. Ms. Kohles has shared the information for the two candidates and provided ballots for trustees who would like to cast their vote.

Ms. Kohles presented an updated Meeting Room Policy for approval, in anticipation of the construction of additional meeting rooms next year.

Ms. Kohles advised the Board of an open invitation for \$175 to the NAACP Gala on Saturday, January 13th. Dunia Mars will attend, and the remaining members will respond via email.

NEW BUSINESS

Sharon Pedraza moved, seconded by Luis Alcantara, to approve the SCLS Budget as presented. All present voting aye, motion carried.

Sharon Pedraza moved, seconded by Luis Alcantara, to approve Tuesday, April 9th as the Trustee Election and Budget Vote Date. All present voting aye, motion carried.

Dr. Sharon A. Dungee moved, seconded by Luis Alcantara, to approve the Community Room and Outreach Table Requests by Outside Organizations as

presented. All present voting aye, motion carried.

Dr. Sharon A. Dungee moved, second by Sharon Pedraza, to adopt the Use of Library Meeting Rooms Policy. All present voting aye, motion carried.

Sharon Pedraza moved, seconded by Dr. Sharon A. Dungee, to approve attendance for the NAACP Legacy Gala on January 13th for Trustees Dunia Mars and those who respond yes in subsequent emails.

Dunia Mars moved, seconded by Sharon Pedraza, to adjourn the meeting at 7:13 p.m. The next meeting is scheduled for Wednesday, January 31st, 2024, at 6:00 p.m. All present voting aye, motion carried.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Suzanne A. McGee".

Suzanne A. McGee
Recording Secretary