

**MINUTES
BOARD OF TRUSTEES
“SPECIAL” MEETING
SMITHTOWN SPECIAL LIBRARY DISTRICT
November 4, 2013**

A special meeting of the Board of Trustees (“Board”) of the Smithtown Special Library District (“Library”) was held on the 4th day November, 2013 at 11:00 a.m. in the offices of the Library located at 148 Smithtown Boulevard, Nesconset, New York.

The following trustees were present and participating at the meeting: Eric J. Johansson, Judy Marlow-Ratway, John C. Martins, Anthony J. Monteleone, Otis Thornhill and Joseph Vallone. Trustee Suzanne Mohr was absent with prior notice.

Also present were Library Director Robert Lusak, Assistant Director Sue McManus, Treasurer Joanne T. Grove, Business Manager Amy Scholl, Clerk Linda Taurassi, Attorney Kevin Seaman, and Architect Roger Smith of BBS Architects & Engineers.

Anthony Monteleone, President of the Board of Trustees, acted as Chairman of the meeting and Linda Taurassi, Clerk of the District, acted as Secretary of the meeting.

The board deliberated and took action upon the following matters:

1. Attorney Kevin Seaman – Annual Retainer

Trustee Anthony Monteleone moved adoption of the following resolution:

RESOLVED, that Kevin A. Seaman, Esq. be retained as General Counsel and Legal Advisor to the Smithtown Special Library District effective January 1, 2014 through December 31, 2014 at the annual retainer amount of \$20,000.00 pursuant to the terms of a Letter of Engagement executed between Counsel Kevin Seaman and the Library Board President.

The motion was seconded by Trustee Eric Johansson and adopted as amended by a unanimous 6-0 vote.

2. At 11:02 a.m. Trustee John Martins moved that the Board enter executive session pursuant to Section 105 (F) of the Public Officer’s Law to discuss pending litigation and the employment history of a particular person. The motion was seconded by Trustee Eric Johansson and adopted by a unanimous 6-0 vote.

The following trustees were present and participating at the meeting: Eric J. Johansson, Judy Marlow-Ratway, John C. Martins, Anthony J. Monteleone, Otis Thornhill and Joseph Vallone.

Also present were Library Director Robert Lusak, Assistant Director Sue McManus, Treasurer Joanne T. Grove, Business Manager Amy Scholl, Clerk Linda Taurassi, Attorney Kevin Seaman, and Architect Roger Smith of BBS Architects & Engineers.

3. Upon a motion by Trustee Eric Johansson, seconded by Trustee Joseph Vallone, and adopted by a unanimous 5-0 vote, the meeting reconvened in open public session at 12:28 p.m.

Trustee Otis Thornhill left the meeting at 12:25 p.m. while in executive session.

4. In the absence of Chairperson Otis Thornhill, the PERSONNEL COMMITTEE report was presented by Trustee Anthony Monteleone, who moved adoption of the following resolution:

RESOLVED: *That the following PERSONNEL changes be approved as presented:*

- i. *Separation of Service of the following Librarian I positions, previously hired as temporary appointments on a call-in basis (as per recommendation by the Suffolk County Department of Civil Service), effective November 4, 2013:*
Marie Accardi, Susan Berdinka, Jennifer Fowler, Carol Gray, Jennifer L. Jeff, Kalpana Mehta, Christine Moltzen, Jessica Oelcher, Laura Panter, Kristin Shankles, Melanie Weiss.
- ii. *Separation of Service of the following Custodial Worker I positions, previously hired as temporary appointments on a call-in basis (as per recommendation by the Suffolk County Department of Civil Service), effective November 4, 2013:*
John DeLaney, Matthew DiCristina, Harold Ford, Sean McCann, Joseph Morabito, Paul Richters, Michael Schilling, Emily Schumacher, Justin Schumacher, Steven Van Dyke.
- iii. *Part-time appointment of **Donald Cimato** to the position of Custodial Worker I, at a rate of pay of \$17.80 per hour, effective November 12, 2013 (to fill the vacancy created by the separation of service of Joseph Kmiatek).*

The motion was seconded by Trustee John Martins and adopted by a unanimous 5-0 vote.

5. Trustee Anthony Monteleone moved adoption of the following resolution:

RESOLVED: *That the Board of Trustees of the Smithtown Special Library District does hereby authorize the Library Director to enter into an agreement with Thermal Solutions to provide Retro Commissioning services of the Building Management System (BMS), for enhancement of the existing BMS system, for all library buildings, at a cost not to exceed \$31,000.00.*

The motion was seconded by Trustee Joseph Vallone and adopted by a unanimous 5-0 vote.

6. Trustee Anthony Monteleone moved adoption of the following resolution:

RESOLVED: *That the Board of Trustees of the Smithtown Special Library District does hereby terminate the employment of Custodial Worker I Joseph Kmiatek, after a one-year leave of absence due to a non-work related illness, pursuant to New York Civil Service Law, Section 73, effective November 4, 2013.*

The motion was seconded by Trustee John Martins and adopted by a unanimous 5-0 vote.

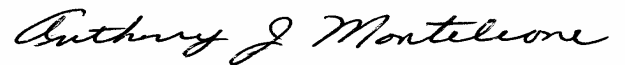
7. Trustee Anthony Monteleone directed the Library Director to send a letter to Assemblyman Fitzpatrick regarding the Caleb Smith House, and to send letters and extend invitations to Library Foundation President Jim Teese and Kings Park Chamber President Tony Tanzi to attend the next board meeting.

ADJOURNMENT

8. There being no further business, upon a motion by Trustee Judy Marlow-Ratway, seconded by Trustee Eric Johansson, and adopted by a unanimous 5-0 vote, the meeting adjourned at 12:30 p.m.

Linda Taurassi
Secretary

Minutes approved this 17th day of December, 2013



Anthony J. Monteleone, Vice-President



Linda Taurassi, Clerk