

The 815th Meeting of the Board of Trustees of the Elmont Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York was held at the Elmont Public Library on July 18, 2019.

**CALL TO ORDER/EXECUTIVE SESSION**

The meeting was called to order by Mr. Livingstone Young, President at 7:05 p.m.

**MEMBERS PRESENT:** Mr. Livingstone Young, President  
Ms. Gina Burnett, Vice President  
Ms. Ellice Bekier  
Ms. Monique Hardial  
Ms. Mimi Pierre Johnson  
Ms. Natasha Warburton-Welch

**ALSO PRESENT:** Ms. Jean Simpson, Library Director  
Mr. Frank Marino, Advanced Consulting Corp.  
Anthony DeLuca, Esq., Board Attorney  
Mr. William Barrett, CPA, Board Accountant  
Ms. Catherine Antioco, Library Board Clerk

**PUBLIC** See attached sign-in sheet

At this time. Mr. DeLuca administered the oath of office to Ms. Natasha Warburton-Welch as the newly elected Trustee of the Elmont Library Board.

Ms. Pierre Johnson moved to go into executive session at 7:10 p.m. to discuss personnel and legal matters. Seconded by Ms. Bekier.

Unanimously carried.

The Board reconvened at 8:00 p.m.

**SALUTE TO THE FLAG**

**ELECTION OF OFFICERS**

Mr. Young turned the chair over to Ms. Antioco, the Board Clerk, to entertain nominations for officers of the Board of Trustees.

Ms. Antioco asked for nominations for the office of President of the Board of Trustees.

Ms. Bekier nominated Livingstone Young as president of the Board of Trustees. Seconded by Ms. Burnett.

Ms. Antioco asked if there were any further nominations for the office of President.

As there were no further nominations, Ms. Antioco cast one vote for Livingstone Young as President of the Board of Trustees.

Mr. DeLuca administered the oath of office to Mr. Livingstone Young as President of the Board of Trustees.

Ms. Antioco asked for nominations for the office of Vice President of the Board of Trustees.

Ms. Hardial nominated Gina Burnett as Vice President of the Board of Trustees. Seconded by Mr. Young.

Ms. Antioco asked if there were further nominations for the office of Vice President.

As there were no further nominations, Ms. Antioco cast one vote for Gina Burnett as Vice President of the Board of Trustees.

Mr. DeLuca administered the oath of office to Ms. Gina Burnett as Vice President of the Board of Trustees.

Ms. Antioco relinquished the Chair to Mr. Young.

Ms. Burnett moved to accept the resignation of Trustee Tammie Williams. Seconded by Ms. Bekier.

Unanimously carried.

**APPOINTMENT OF BOARD CONTRACTORS**

Ms. Burnett moved to extend the contract of Advanced Consulting Corporation for the year 2019/2020 with an annual fee of \$128,356.00, effective July 1, 2018. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to reappoint the Law Offices of Thomas M. Volz, PLLC as Board Attorneys for the year 2019/2020 at an annual fee of \$17,000.00 plus \$225.00 per hour for litigation, labor and other matters not covered under the contract, effective July 1, 2018. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to reappoint Rynkar, Vail and Barrett as Board Accountants for the year 2019/20 to continue the existing accounting services plus a year-end audit for the total sum of \$30,000.00. Seconded by Ms. Warburton-Welch.

Unanimously carried.

Ms. Burnett moved that the TD Bank of Franklin Square be designated the official bank of the Elmont Public Library for the year 2019/2020. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved that the Franklin Square/Elmont Herald and Valley Stream Herald be named as official publications of the Elmont Public Library for the year 2019/2020. Seconded by Ms. Warburton-Welch.

Unanimously carried.

Ms. Burnett moved to approve the agreement dated July 18, 2019 for Advanced Consulting Corporation to provide additional services to the Library for the term of July 1, 2019 through December 31, 2019 for total compensation of \$10,000.00. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve the current Library's Procurement Policy 300-6 with no changes. Seconded by Ms. Warburton-Welch.

Unanimously carried.

**PUBLIC**

**Agenda Items Only**

No comments.

At this time, the Board President deviated from the agenda to present a plaque to Patrick Nicolosi in recognition of his many years of service on behalf of the Elmont Public Library.

**Meeting Room/Theatre Requests**

Ms. Burnett moved to approve the meeting room application renewals for Toastmasters, Jamaica Square Civic Association, EUFSD Teachers Aids and the Nassau County Girl Scouts for meetings in the 2019/2020 year. Seconded by Ms. Hardial.

Unanimously carried.

**APPROVAL OF THE MINUTES**

**Minutes of the Meeting of June 27, 2019**

The minutes were accepted as presented.

**FINANCE**

**Accountant's Report**

Mr. William Barrett of the firm, Rynkar, Vail and Barrett reported.

He reviewed the Financial Statements for the six months ended March 31, 2019, and Projection of Fund Balance dated March 31, 2019.

After a brief discussion, Mr. Barrett was excused.

**Treasury Warrants**

Ms. Burnett moved to approve Treasury Warrant #2504 dated June 30, 2019 (Payroll Warrant) in the amount of \$45,941.78. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2505 dated July 18, 2019 (Bill Warrant) in the amount of \$113,613.97. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Warrant #2506 dated July 18, 2019, (Board Appointees Warrant) in the amount of \$13,331.36. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2507 dated July 18, 2019 (Bill Warrant) in the amount of \$15,467.55. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2508 dated July 18, 2019 (Payroll Warrant) in the amount of \$47,049.33. Seconded by Ms. Bekier.

Unanimously carried.

At this time the Board President deviated from the agenda to present a plaque to Ms. Tammie Williams in recognition of her service to the Library Board.

#### **LIBRARY DIRECTOR'S REPORT**

Ms. Simpson presented her report to the Board of Trustees which included statistics for adult programming, technology, collections, personnel updates, summer reading programs, and upcoming fall programs, procedures and events. Reports from each department head were included in the Board's packets.

Ms. Simpson spoke with NLS regarding the upcoming census and our responsibilities in connection therewith.

#### **ADVANCED CONSULTING CORPORATION REPORT**

Mr. Marino reported.

Annexed to the Board members' packets was the Business Manager's Report. Discussion followed regarding several items which did not require any motion to be made.

#### **LEGAL**

Mr. DeLuca reported.

Other than that discussed in Executive Session, he had nothing to report.

#### **NEW BUSINESS**

Discussion about whether and how the Library can offer assistance to patrons regarding the upcoming census. Ms. Simpson will contact NLS to see if other libraries are preparing to participate in outreach to their patrons.

**OLD BUSINESS**

There was no unfinished business for discussion.

**CORRESPONDENCE**

A letter was received from Pupil Personnel Services of the Sewanhaka Central High School District thanking the Library for its scholarship which was awarded at the Senior Awards Program.

Thank you letter from Demi Ishmael for the Library scholarship award.

Letter of resignation was received from Trustee, Tammie Williams. In view of this resignation the trustees will be interviewing persons interested in serving on the Board.

**PUBLIC**

Mr. Nicolosi thanked the Board members for the recognition of his service. He truly enjoyed the opportunity to work with the Board and Library staff over the years in service of the Elmont community.

**OTHER**

The Board set the following meeting room dates:

- August 22 at 11:00 a.m.
- September 26, 2019
- October 24, 2019
- November 21, 2019
- December 19, 2019
- January 23, 2020

**ADJOURNMENT**

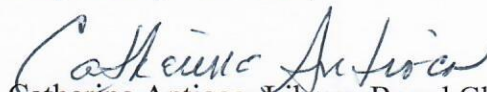
The next regularly scheduled meeting of the Board of Trustees will be held on August 22, 2019 at 11:00 a.m.

Ms. Pierre Johnson moved to adjourn at 9:30 p.m. Seconded by Ms. Hardial.

Unanimously carried.

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Respectfully submitted,

  
 Catherine Antioco, Library Board Clerk