

The 839th 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 Memorial Library on July 22, 2021.

CALL TO ORDER/EXECUTIVE SESSION

The Meeting was called to order by Mr. Livingstone Young, President at 7:00 p.m.

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

MEMBERS ABSENT: Ms. Suzanne Schatz (prior notice given)
Ms. Monique Hardial (prior notice given)

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

Ms. Warburton Welch moved to go into Executive Session at 7:10 p.m. to discuss real estate, personnel and legal matters. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 7:35 p.m.

SALUTE TO THE FLAG

PUBLIC

Ms. Debra Sargent

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

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. Pierre Johnson nominated Gina Burnett as Vice President of the Board of Trustees. Seconded by Ms. Warburton Welch.

Ms. Antioco asked if there were any 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.

APPOINTMENT OF BOARD CONTRACTORS

Ms. Burnett moved to extend the contract of Advanced Consulting Corporation for the fiscal year 2021/2022 with an annual fee of \$133,292.00. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to appoint the law firm of Volz & Vigliotta, PLLC as Board Attorneys for the fiscal year 2021/2022 at an annual fee of \$18,000.00 plus \$225.00 per hour for litigation, labor and other matters not covered under the contract. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Burnett moved to reappoint Rynkar, Vail and Barrett as Board Accountants for the fiscal year 2021/22 to continue the existing accounting services plus a year-end audit for the total sum of \$33,000.00. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved that the TD Bank of Franklin Square be designated the official bank of the Elmont Public Library for the fiscal year 2021/2022. Seconded by Ms. Warburton Welch.

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 2021/2022. 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. Pierre Johnson.

Unanimously carried.

Agenda Items Only

No discussion.

Meeting Room or Theatre Requests

Ms. Burnett moved to accept the meeting room application renewal for Carriage Townhouse Association for the fiscal year 2021/2022. Seconded by Ms. Bekier.

Unanimously carried.

APPROVAL OF THE MINUTES

Minutes of the Meeting of June 24, 2021

The Minutes were approved as presented.

FINANCE

Ms. Burnett moved to approve Payroll Warrant #2621 dated June 27, 2021 in the amount of \$52,435.21. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2622 dated July 14, 2021 in the amount of \$31,130.42. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2623 dated July 11, 2021 in the amount of \$50,179.12. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2624 dated July 22, 2021 in the amount of \$160,535.77. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Board Appointees Warrant #2625 dated August 1, 2021 in the amount of \$14,941.74. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve the credit card expense report for the period June 8, 2021 to June 30, 2021. Seconded by Ms. Bekier.

Unanimously carried

The Trustees reviewed the Monthly Position Paper for the period July 1, 2021 to July 16, 2021

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Board Members were in possession of Ms. Simpson's report to the Board dated July 16, 2021 as well as reports from the Adult Reference Department, Youth Services Department and Children's Services Departments.

In accordance with New York State Commissioner of Education Regulation 90.3.CR9, each public library must maintain a Direct Access Plan that incorporates a Resource Sharing Code. Ms. Simpson recommended the Board approve the NLS 2022-2026 Direct Access Plan. After review,

Ms. Burnett moved to approve the 2022-2026 NLS Direct Access Plan. Seconded by Ms. Bekier.

Unanimously carried.

As well as a renovation of the computer area, twelve (12) new computers have been purchased for patron use in the Adult Computer Department.

Ms. Simpson gave a brief overview of services being provided to library patrons.

Ms. Burnett moved to eliminate two (2) Librarian I positions. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to establish two (2) Librarian II positions. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to promote Cara Howfield to Librarian II with an annual salary increase of \$3,500.00, effective July 26, 2021. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Burnett moved to promote Gloria Romano to Librarian II with an annual salary increase of \$3,500.00, effective July 26, 2021. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Simpson advised the trustees that the Trustee Handbook, including training, will be offered through NLS's video Book Club.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

New carpeting was installed in the Children's room.

Mr. Marino is preparing a bid for replacement light fixtures for the sheetrock soffit ceilings.

We have received a payment of \$31,224.18 from the Town of Hempstead for Covid related expenses.

Letters are being sent to library card holders in East Franklin Square and North Valley Stream in advance of the August library funding district elections.

Discussion regarding correspondence with the Board of Elections regarding early voting in meeting room #1.

LEGAL

Mr. DeLuca reported.

Other than that discussed in Executive Session, he had nothing to report. He thanked the Trustees for reappointing his firm as Library attorneys.

CORRESPONDENCE

There was no correspondence for discussion.

COMMITTEE REPORTS

Discussion regarding the Scholarship Committee.

NEW BUSINESS

There was no new business brought before the Board.

OLD BUSINESS

There was no unfinished business for the Board's consideration.

PUBLIC

There was no public input.

ADJOURNMENT

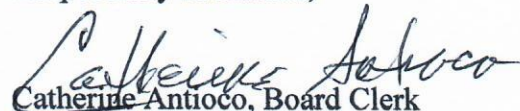
The next regularly scheduled meeting of the Board of Trustees will be held on August 26, 2021, at the Elmont Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Pierre Johnson moved to adjourn the meeting at 8:35 p.m.
Seconded by Ms. Warburton Welch.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk