

The 842nd 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 November 18, 2021.

**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. Ellice Bekier  
Ms. Mimi Pierre Johnson  
Ms. Suzanne Schatz  
Ms. Natasha Warburton Welch

**MEMBERS ABSENT:** Ms. Gina Burnett (prior notice given)  
Ms. Monique Hardial (prior notice given)

**ALSO PRESENT:** Mr. Frank Marino, Advanced Consulting Corp.  
Tom Volz, Esq., Board Attorney  
Mr. William Barrett, CPA, Board Accountant  
Ms. Catherine Antioco, Board Clerk

**SALUTE TO THE FLAG**

Ms. Warburton Welch moved to go into Executive Session at 7:05 p.m. Seconded by Ms. Bekier.

Unanimously carried.

The meeting reconvened at 7:15 p.m.

**PUBLIC**

Ms. Elizabeth Forbes  
Mr. Rex Forbes

**Agenda Items Only**

No discussion.

**Meeting Room or Theater Requests**

There were no meeting room or theater requests for the Board's attention.

**APPROVAL OF THE MINUTES**

**Minutes of the Meeting of October 28, 2021**

The Minutes were approved as presented.

**FINANCE**

Ms. Bekier moved to approve Payroll Warrant #2642 dated October 31, 2021 in the amount of \$57,578.18. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Bekier moved to approve Bill Warrant #2643 dated November 8, 2021 in the amount of \$20,105.16. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Bill Warrant #2644 dated November 18, 2021 in the amount of \$56,692.13. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Bekier moved to approve Board Appointees Warrant #2645 dated December 1, 2021 in the amount of \$15,896.63. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Bekier moved to Amazon Expense Report for the period October 7, 2021 to October 23, 2021. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve the credit card expense report from the period October 8, 2021 to October 29, 2021. Seconded by Ms. Schatz.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period October 20, 2021 to November 12, 2021.

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

Ms. Simpson's absence was with prior notification to the Board.

The Board Members were in possession of Ms. Simpson's report dated November 15, 2021 as well as reports from the Adult Reference Department, Young Adult Services Department and Children's Services Departments.

In accordance with Ms. Simpson recommendation,

Ms. Bekier moved to hire Ellen Bayer, Part-time Librarian 1, effective November 10, 2021 at a salary of \$26.00 per hour. Seconded by Ms. Schatz.

Unanimously carried.

### **ADVANCED CONSULTING CORPORATION**

Mr. Marino reported.

After discussion, the Board gave Mr. Marino direction to go out to bid for the digital display sign

Discussion regarding establishing a Fund Balance Policy. The Trustees were in possession of Mr. Marino's draft. After discussion,

Ms. Bekier moved to transfer \$600,000 from the Unassigned Funds to the Building Maintenance Fund to cover future costs for large building maintenance projects. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Bekier moved to award bid EPL 2021-4 Plumbing - Supply and Installing Drinking Fountains to Lynbrook Plumbing and Heating, the lowest responsible bidder, for a lump sum bid price of \$11,975.00. Seconded by Ms. Warburton Welch.

Unanimously carried.

### **ACCOUNTANT'S REPORT**

At this time Mr. Barrett reviewed the Financial Statements for the Three Months Ended September 20, 2021, a copy of which is annexed hereto and made a part hereof. After a brief discussion, Mr. Barrett was excused.

**LEGAL**

Mr. Volz reported.

A mutually agreeable union contract has been reached with the employees for five years starting July 1, 2020 and ending July 30, 2025.

Ms. Pierre Johnson moved that the Board of Trustees hereby approves an agreement between the Elmont Public Library and the CSEA for the period July 1, 2020 through June 30, 2025 and authorizes the Board President to execute the agreement on the Library's behalf. Seconded by Ms. Bekier.

Unanimously carried.

**CORRESPONDENCE**

There was no correspondence for discussion.

**NEW BUSINESS**

Discussion regarding a systematic method that would be instituted so that every staff member would have immediate access to up-to-date, real time information on every program or event being held at the library.

**OLD BUSINESS**

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

**PUBLIC**

Ms. Elizabeth Forbes spoke to the Board about her request for a meeting room and was given direction to speak to Ms. White. She was also advised as to certain parameters that are established for use of meeting rooms.

**ADJOURNMENT**

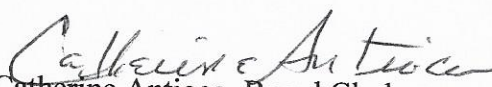
The next regularly scheduled meeting of the Board of Trustees will be held on December 16, 2021 at the Elmont Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Bekier moved to adjourn the meeting at 9:15 p.m. Seconded by Ms. Pierre Johnson.

Unanimously carried.

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Respectfully submitted,

  
Catherine Antioco, Board Clerk