

The 856th Meeting of the Board of Trustees of the Elmont Memorial Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York was held at the Elmont Memorial Public Library on February 23, 2023.

Prior to the Meeting the Board held a Budget Workshop which ended at 7:36 p.m.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:40 p.m.

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

MEMBERS ABSENT: Ms. Ellice Bekier (prior notice given)
Ms. Monique Hardial (prior notice given)

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

PUBLIC

Ms. Diane C. King Payne

SALUTE TO THE FLAG

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

There were no meeting room or theater requests requiring Board action.

APPROVAL OF THE MINUTES

Minutes of the Meeting of January 26, 2023

The Minutes were approved as presented.

FINANCE

Ms. Burnett moved to approve Payroll Warrant #2719 dated January 22, 2023 in the amount of \$57,626.02. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2720 dated February 7, 2023 in the amount of \$32,670.33. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2721 dated February 8, 2023 in the amount of \$55,296.29. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2722 dated February 23, 2023 in the amount of \$64,928.26. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve Board Appointees Warrant #2723 dated February 1, 2023 in the amount of \$19,502.14. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve the Amazon Expense Report for the period January 8, 2023 to February 6, 2023. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve the Credit Card Expense Report for the period January 6, 2023 to January 30, 2023. Seconded by Ms. Warburton Welch.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period January 21, through February 27, 2023.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated February 17, 2023 which included the IT update. Also provided were reports from the Adult Reference Department, Young Adult Services Department and Children's Services Departments.

Discussion regarding facilitating the sign up for English as a Second Language which is being offered through BOCES at the Library.

Brief update on three hour parking in front of the Library.

Two new library passes are available for our patrons: The AKC Museum of the Dog and Lieutenant Michael P. Murphy Navy Seal Museum.

The welcome folders for Pre-K and Kindergarten registrants now includes a promotional postcard from the Library.

The Annual Report for Public and Association Libraries is due to NLS on March 9, 2023.

Mr. Young and Ms. Simpson will be attending a "meet and greet" with Senator Patricia Canzoneri-Fitzpatrick.

Ms. Burnett moved to rehire Travis Williams, Librarian I part-time effective February 19, 2023 at a salary of \$27.00 per hour. Seconded by Ms. Warburton Welch.

Unanimously carried.

ACCOUNTANT'S REPORT

Mr. William Barrett presented the Quarterly Report dated December 31, 2023.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

After review and approval by counsel the Policy Committee and the Director,

Ms. Burnett moved to approve the first reading of Workplace Violence Policy #400.12. Seconded by Ms. Warburton Welch.

Unanimously carried.

Discussion regarding the steps that need to be taken in order to decide whether to move ahead with the solar/roofing project.

Ms. Burnett moved to approve the hiring of H2M Architects and Engineers for a total fee of six (6%) percent for the development of plans and specifications for a roofing and solar energy project and file the necessary items with the New York State Department of Education to obtain a building permit. The Board directs the Board President to sign a contract after the Board Attorney reviews and approves the contract. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Burnett moved to award Bid EPL 2023-01 Printing, Sorting and Mailing of Library's Newsletter to Marsid M & M Group in strict accordance with bid prices and specifications. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Discussion regarding the heating and air-conditioning units and their maintenance.

The Nassau County Police Department has given the Library access to the RAVE Panic and Button App.

LEGAL

Other than routine matters, Mr. Shteierman had nothing to report.

CORRESPONDENCE

There was no correspondence for the Board's review.

COMMITTEE REPORTS

The new Workplace Violence Policy was voted on.

NEW BUSINESS

There was no new business brought before the Board.

OLD BUSINESS

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

PUBLIC

Ms. Diane C. King Payne was interested in finding ways in which she could connect with the Library in serving the Elmont community.

OTHER

The Library Director was given direction to publish the proposed budget. The budget hearing will be held on March 23, 2023.

ADJOURNMENT

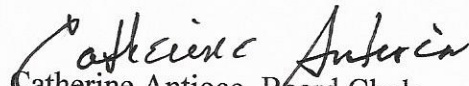
The next regularly scheduled meeting of the Board of Trustees will be held on March 23, 2023 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Pierre Johnson moved to adjourn the meeting at 8:45 p.m.
Seconded by Ms. Warburton Welch.

Unanimously carried.

* * * * *

Respectfully submitted,


Catherine Antioco, Board Clerk