

The 861st 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 July 20, 2023.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:20 p.m.

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

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

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

PUBLIC

There were no members of the public present.

SALUTE TO THE FLAG

Ms. Bekier moved to go into Executive Session at 7:20 p.m. to discuss real estate and personnel matters. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 7:40 p.m.

ELECTION OF OFFICERS

Mr. Young turned the chair over to Ms. Antioco, as Board Secretary, 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. Mimi Pierre Johnson.

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. Shteierman 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. Bekier nominated Natasha Warburton Welch as Vice President of the Board of Trustees. Seconded by Ms. Pierre Johnson.

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 Natasha Warburton Welch as Vice President of the Board of Trustees.

Mr. Shteierman administered the oath of office to Ms. Warburton Welch as Vice President of the Board of Trustees.

Ms. Antioco relinquished the Chair to Mr. Young.

Mr. Shteierman administered the oath of office to the Director, Ms. Jean Simpson as Secretary of the Elmont Memorial Public Library.

APPOINTMENT OF BOARD CONTRACTORS

Ms. Bekier moved to extend the contract of Advanced Consulting Corporation for the fiscal year 2023/2024 with an annual fee of \$141,407.00. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to reappoint the Law Offices of Volz & Vigliotta, PLLC as Board Attorneys for the fiscal year 2023/2024 at an annual fee to be determined plus \$240.00 per hour for litigation, labor and other matters not covered under the contract. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to reappoint Rynkar, Vail and Barret LLP as Board Accountants for the fiscal year 2023/24 to continue the existing accounting services plus a year-end audit for the total sum of \$33,990.00. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved that the TD Bank of Franklin Square be designated the official bank of the Elmont Public Library for the fiscal year 2023/2024. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved that the Franklin Square/Elmont Herald and Valley Stream Herald be named as official publications of the Elmont Public Library for the year 2023/2024. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The Library Board reviewed Procurement Policy #300-6 and had no changes.

The Library Board reviewed Investment Policy #300-15 and had no changes.

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

As there were no changes in their bylaws, the Toastmasters International and Jamaica Square Improvement League meeting room requests were approved for 2023/24.

APPROVAL OF THE MINUTES

Minutes of the Meeting of June 22, 2023

The Minutes were approved as presented.

FINANCE

Ms. Bekier moved to approve Payroll Warrant #2746 dated June 25, 2023 in the amount of \$52,711.13. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Bill Warrant #2747 dated July 11, 2023 in the amount of \$47,439.39. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Payroll Warrant #2748 dated July 9, 2023 in the amount of \$53,083.25. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Bill Warrant #2749 dated July 20, 2023 in the amount of \$122,319.48. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Board Appointees Warrant #2750 dated August 1, 2023 in the amount of \$16,392.70. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Bekier moved to approve the Credit Card Expense Report for the period May 30, 2023 to June 30, 2023. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Bekier moved to approve the Amazon Expense Report for the period April 15, 2023 to June 29, 2023. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period July 1, 2023 to July 15, 2023.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated July 14, 2023. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

She gave the dates of the upcoming training workshops for Trustees.

Ms. Simpson highlighted the continuing updates regarding our websites and social media postings. The IT Department replaced hard drives and purchased two new color printers in the Adult Department. The iPad holders in the Children's Department have been replaced with a more user-friendly design. In addition database shortcuts were added to the homepages of the computers in the Children's and Young Adults Departments.

In the event of a UPS strike, the delivery of books from Baker and Taylor will be impacted.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

Discussion regarding funding for the roof/solar energy project.

Ms. Bekier moved to redistribute a portion of the current Undesignated Funds and create a Roofing and Solar Energy Reserve Fund in the amount of \$1,660,000.00. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to redistribute funds from the current Undesignated Funds to increase the current Automation Reserve Fund to \$200,000.00 Seconded by Ms. Warburton Welch.

Unanimously carried.

The draft of the Plaza Theatre Company 2023/24 lease has been sent to the attorney's office for review and approval.

LEGAL

Other than routine matters and that reported in Executive Session, Mr. Shtierman had nothing to report.

CORRESPONDENCE

There was no correspondence for the Board's consideration.

COMMITTEE REPORTS

There are no outstanding committee reports.

NEW BUSINESS

Following are the meeting dates for the Library Board from August 2023 through January, 2024: August 24, 2023, September 28, 2023, October 26, 2023, November 16, 2023, December 21, 2023 and January 25, 2024.

OLD BUSINESS

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

PUBLIC

There was no public input.

OTHER

A patron approached Mr. Young to request that he bring her comments to the Board meeting. She expressed her appreciation for all the resources, programs and services that are available for our Library patrons.

ADJOURNMENT


The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, August 24, 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. Bekier moved to adjourn the meeting at 8:30 p.m. Seconded by Ms. Warburton Welch.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk