

The 863rd 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 September 28, 2023.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:10 p.m.

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

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

PUBLIC:
There were no members of the public present.

EXECUTIVE SESSION:

Ms. Schatz moved to go into Executive Session at 7:10 p.m. to discuss any pending real estate, personnel or legal matters. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 7:15 p.m.

Agenda Items Only
No discussion.

Meeting Room or Theater Requests
There were no meeting room or theatre requests for the Board's consideration.

APPROVAL OF THE MINUTES

Minutes of the Meeting of August 24, 2023

The Minutes were approved as presented.

FINANCE

Ms. Warburton Welch moved to approve Payroll Warrant #2756 dated August 20, 2023 in the amount of \$54,663.58. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Payroll Warrant #2757 dated September 3, 2023 in the amount of \$50,009.23. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2758 dated September 7, 2023 in the amount of \$34,567.69. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Payroll Warrant #2759 dated September 20, 2023 in the amount of \$53,162.69. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2760 dated September 28, 2023 in the amount of \$71,090.53. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Board Appointees Warrant #2761 dated October 1, 2023 in the amount of \$15,996.36. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the Amazon Expense Report for the period August 8, 2023 to September 10, 2023. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the Credit Card Expense Report for the period August 8, 2023 to August 30, 2023. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period August 19, 2023 to September 22, 2023.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated September 22, 2023. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

Ms. Simpson brought the Trustees up to date on recent updates by our IT Consultant.

NLS is offering a centralized calendar on its website that will allow all Nassau County libraries to publicize their programs.

We have received, free of charge from NLS, a translation device called Pocket Talk along with instructional videos and hands-on training for key staff who work at public desks in the Library. We will research the advantages to our patrons before deciding whether we need to purchase any additional devices.

A recent NLS meeting was held to discuss changes that are necessary to assist with the hiring of new staff and the restrictions caused by the current policies.

The Elmont Herald will be doing an article on the Library's Fall Festival scheduled for October 14, 2023,

Ms. Warburton Welch moved to promote Adam Bowman to Information Technology Aide II with an annual salary increase of \$5,000 effective October 1, 2023. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Warburton Welch moved to approve up to six (6) staff members to attend the Nassau County Library Association Dinner and installation on November 16, 2023 at a cost not to exceed \$500. Seconded by Ms. Pierre Johnson.

Unanimously carried.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

He gave an update on the solar energy/roofing project, including adding additional solar panels which, while increasing the initial investment, will result in additional savings to the Library for its energy usage. After discussion,

Ms. Warburton Welch moved to increase the cost of the total energy panels from the previously approved amount of \$395,010 to \$450,072. The \$55,062 increase will come from the existing unassigned fund balance. Seconded by Ms. Schatz.

Unanimously carried.

Mr. Marino explained the need to replace the Library's four (4) existing network switches that are no longer supported by the manufacturer. He recommended purchasing four (4) Cisco Meraki switches at a cost of \$5,224.11 each and a seven (7) year service contract for \$1,033.08 each from the Nassau County Library System with the funds to come from the Automation Reserve Fund. After discussion,

Ms. Warburton Welch moved to approve the purchase of four (4) Cisco Meraki switches and four (4) seven (7) year service contracts for a total lump sum price of \$25,029. The equipment and service contracts are through a Nassau County Library System consortium purchase. Seconded by Ms. Bekier.

Unanimously carried.

The renewal lease for the Plaza Theatrical Productions Inc. has been completed and signed by the Library and Kevin Harrington, owner of Plaza.

The work on the Library's audit by our accountants is continuing.

CORRESPONDENCE

There was no correspondence for the Board's consideration.

COMMITTEE REPORTS

There are no outstanding committee reports.

NEW BUSINESS

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

OLD BUSINESS

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

PUBLIC

There was no public input.

ADJOURNMENT

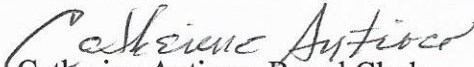
The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, October 26 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Pierre Johnson moved to adjourn the meeting at 8:05 p.m.
Seconded by Ms. Schatz.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk