

The 866th 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 December 21, 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
Mr. William Barrett, CPA, Board Accountant
Ms. Catherine Antioco, Library Board Clerk

PUBLIC:
There were no members of the public present.

EXECUTIVE SESSION:

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

Unanimously carried.

The meeting reconvened at 7:50 p.m.

Agenda Items Only
No discussion.

ACCOUNTANT'S REPORT

Mr. William Barrett reviewed the Annual Statements for the three month period ended September 30, 2023. After a brief discussion, Mr. Barrett was excused.

Meeting Room or Theater Requests

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

APPROVAL OF THE MINUTES

Minutes of the Meeting of November 16, 2023

The Minutes were approved as presented.

FINANCE

Ms. Warburton Welch moved to approve Payroll Warrant #2771 dated November 12, 2023 in the amount of \$52,902.98. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Payroll Warrant #2772 dated November 26, 2023 in the amount of \$52,752.30. Seconded by Ms. Bekier.

Discussion followed.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2773 dated December 5, 2023 in the amount of \$161,559.97. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Payroll Warrant #2774 dated December 10, 2023 in the amount of \$52,756.88. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2775 dated December 21, 2023 in the amount of \$54,099.63. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Board Appointees Warrant #2776 dated January 1, 2024 in the amount of \$17,106.47. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the Amazon Expense Report for the period November 3, 2023 to December 2, 2023. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the Credit Card Expense Report for the period October 31, 2023 to November 30, 2023. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period November 11, 2023 to December 15, 2023.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated December 15, 2023. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

Ms. Simpson attended the FBI Library Directors' Information Sharing Meeting on December 18, 2023.

She went over the IT Update included in her report. The Children's administration computers and the Career Center computers are being replaced as they are going to soon be reaching their "End of Life."

The Nassau Digital Doorway has reached its 2 millionth digital book checkout for the 2023 calendar year.

We expect to have information on proposals from Crown Castle & Lightpath in reference to the fiber contract which is set to expire in June 2024.

Ms. Warburton Welch moved to approve the attendance of Cara Howfield at the NCLA Young Adult Service Division Annual Installation Brunch on December 1, 2023 and reimburse her for the cost of \$50.00. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to allow up to six (6) staff members and three (3) board members to attend the Long Island Library Conference on May 9, 2024 at a cost not to exceed \$720.00. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the hiring of Caitlin Waldron, Librarian Trainee Part Time, effective November 14, 2023 at a salary of \$20.30 per hour. Seconded by Ms. Bekier.

Unanimously carried.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

He brought the trustees up to date on the solar energy/roofing project.

The fire sprinkler system passed inspection in early December.

The school district's inspector will be inspecting the Library's fire alarm system during the week of December 18, 2023.

Mr. Marino has begun working on the Library's budget for 2024/2025.

After discussion,

Ms. Warburton Welch moved to purchase a 2023 Ford FT 250 with snowplow package off a New York State Contract in the amount of \$56,331. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to accept proposals for the purchase of the Library's 2007 Chevrolet Silverado pickup truck and plow. Sale will be advertised and the proposed offer will be opened at a particular date and time to be determined. Seconded by Ms. Bekier.

Unanimously carried.

CORRESPONDENCE

There was no correspondence for the Board's consideration.

COMMITTEE REPORTS

There were no reports for the Board's review.

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

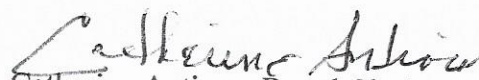
The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, January 25, 2024 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Warburton Welch moved to adjourn the meeting at 9:10 p.m.
Seconded by Ms. Burnett.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk