

The 869th 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 March 28, 2024.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:15 p.m.

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

MEMBERS ABSENT: Ms. Monique Hardial (prior excuse given)

ALSO PRESENT: Ms. Jean Simpson, Library Director
Mr. Frank Marino, Business Manager
Tom Volz, Esq. Board Attorney
Mr. William Barrett, Accountant
Ms. Catherine Antioco, Library Board Clerk

PUBLIC: There were no members of the public present.

EXECUTIVE SESSION:

Ms. Burnett moved to go into Executive Session at 7:15 p.m. to discuss any pending real estate, personnel or legal matters.
Seconded by Ms. Schatz.

Unanimously carried.

The meeting reconvened at 7:55 p.m.

Agenda Items Only

No discussion.

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 February 22, 2024

The Minutes were approved as corrected.

ACCOUNTANT'S REPORT

Mr. Barrett reported.

The Trustees were in possession of the Financial Statements for the Six Months ended December 31, 2023. After review and discussion with the Trustees, Mr. Barrett, he was excused.

PROPOSED BUDGET HEARING

A work session consisting of a line by line discussion of the Proposed 2024/2025 Library Budget was held on February 27, 2024.

Ms. Warburton-Welch moved to approve the proposed 2024/2025 Library Budget, the amount to be raised by taxation totaling \$2,475,101.00. Seconded by Ms. Bekier.

Unanimously carried.

FINANCE

Ms. Warburton-Welch moved to approve Bill Warrant #2788 dated March 6, 2024 in the amount of \$30,865.78. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Payroll Warrant #2789 dated March 3, 2024 in the amount of \$51,576.71. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Payroll Warrant #2790 dated March 17, 2024 in the amount of \$54,279.48. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2791 dated March 28, 2024 in the amount of \$72,131.84. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Board Appointees Warrant #2792 dated April 1, 2024 in the amount of \$18,021.80. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Amazon Expense Report for the period January 8, 2024 to March 7, 2024. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Credit Card Expense Report for the period February 7, 2024 to February 29, 2024. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period February 17, 2024 to March 22, 2024.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated March 22, 2024. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

The Trustees had prior receipt of the 2023 New York State Annual Report for Public Libraries. After a brief discussion,

Ms. Warburton-Welch moved to approve the Library's 2023 New York State Annual Report for Public Libraries. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Simpson brought the Trustees up to date on recent computer upgrades and program updates. Replacement of the 12 computers in the Adult Computer section is becoming necessary.

Discussion regarding the proposed NLS bestseller consortium purchasing program.

Ms. Warburton-Welch moved to not participate in the Collections Acquisitions and Management (CAM) letter of intent. Seconded by Ms. Bekier.

Unanimously carried.

Discussion regarding SMAC Cards.

Ms. Warburton-Welch moved not to approve issuing State Mandated Access Cards to Nassau County residents who are untaxed and unserved for library services. Seconded by Ms. Bekier.

Unanimously carried.

Brief discussion regarding our past practice of not charging fines to patrons for overdue materials during Library Week.

Ms. Warburton-Welch moved to not charge fines to patrons who return overdue materials during Library Week, April 7 through April 13, 2024. Seconded by Ms. Bekier.

Unanimously carried.

Following the Director's recommendations,

Ms. Warburton-Welch moved to hire Lauren Fowler, Part-time Librarian Trainee, effective February 28, 2024, at a salary of \$20.30 per hour. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Sanaya Deas, Part-time Librarian Trainee, effective March 5, 2024, at a salary of \$20.30 per hour. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to create a Full-time Library Aide position at an annual salary range of \$37,000 to \$45,000. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Steven Velez-Garcia as Part-time Library Aide at a salary of \$18.50 per hour, effective February 26, 2024 through March 31, 2024. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Steven Velez-Garcia as Full-time Library Aide at a salary of \$38,000, effective April 2, 2024 with a six-month probationary period, pending Civil Service approval. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve a temporary increase of \$2,500 to the annual salary for Sonya Jones for assisting the Director with the responsibility in the management of the Customer Service Department. Seconded by Ms. Bekier.

Unanimously carried.

Miss Pierre Johnson and Miss Simpson will attend the award ceremony at Sewanhaka High School the Library's scholarship presentation.

Discussion regarding proposals for Children's summer programming.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

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

There is one more theatre show in April for the benefit of the scholarship fund.

Discussion regarding sale of the Library's old pick-up truck. The Trustees were in agreement that it be listed for sale at a cost of \$11,500.00.

Mr. Marino used \$4,540.00 from the Library's building maintenance reserve fund to repair and replace the hardware on six (6) property fence gates.

LEGAL

Other than routine matters handled by the law firm and that discussed in Executive Session, Mr. Voltz had nothing to report.

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.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, April 18, 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. Mimi Pierre Johnson moved to adjourn the meeting at 10:10 p.m. Seconded by Ms. Schatz.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco
Catherine Antioco, Library Board Clerk