

The 872nd 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 June 27, 2024.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:05 p.m.

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

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

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

PUBLIC: Ms. Tiffany Wong
Ms. Tricia Wong
Mr. Dwayne L. Palmer

EXECUTIVE SESSION:

Ms. Bekier moved to go into Executive Session at 7:05 p.m. to discuss any pending real estate, personnel or legal matters. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 7:35 p.m.

SALUTE TO THE FLAG

At this time Mr. Young presented the Library's Scholarship award of \$1,500 to Ms Tiffany Wong, a graduating senior from Elmont Memorial High School.

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 May 23, 2024

The Minutes were approved as presented.

Minutes of the Special Meeting of June 3, 2024

The Minutes were approved as presented.

FINANCE

Ms. Warburton-Welch moved to approve Payroll Warrant #2803 dated May 26, 2024 in the amount of \$55,474.44. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Payroll Warrant #2804 dated June 9, 2024 in the amount of \$53,959.48. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2805 dated June 13, 2024 in the amount of \$20,854.93. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2806 dated June 27, 2024 in the amount of \$75,570.59. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Board Appointees Warrant #2807 dated July 1, 2024 in the amount of \$15,866.42. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2808 dated June 27, 2024 in the amount of \$476.00. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Amazon Expense Report for the period April 26 to June 4, 2024. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Credit Card Expense Report for the period April 30, 2024 to May 30, 2024. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period May 17, 2024 to June 21, 2024.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated June 21, 2024. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

The IT update cited the systematic upgrading of computers across all departments, based on necessity. These computers have reached their "End of Life." Therefore, the IT Consultant is researching the costs for initiating these upgrades.

Staff trainings are ongoing with its current focusing on ChatGPT.

Of note in Children's is the new curated leveled books collection which is aligned with school district standards.

The summer reading program for adults, teens and children continues in popularity.

Ms. Simpson shared a front page article appearing in The Herald that focused on all of our summer programming and events.

Following Ms. Simpson recommendations, the following and motions were made:

Ms. Warburton-Welch moved to hire Ian Yogman as Substitute Part-time Cleaner at a salary of \$25.00 per hour effective July 3, 2024. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Josephine Hom-Sethi as Public Information Assistant Part-time effective June 10, 2024 at a salary of \$30.00 per hour. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Ahmet Kokoglu as Cleaner Full-time effective July 1, 2024 at an annual salary of \$53,000.00 with a six (6) month probationary period, pending Nassau County Civil Service approval. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve an additional \$2,500 to the annual salary of Sonya Jones for the title of Department Head of Customer Service. The \$2,500 is to be added to the \$2,500 increase approved at the March 2024 Board meeting, making the total salary increase \$5,000 for becoming the Department Head. Seconded by Ms. Bekier.

Unanimously carried.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

He is currently preparing a mini bid as required by the State in connection with the proposed contract for National Solar Technologies.

Mr. Marino explained that the Library has saved thousands of dollars over the last eighteen years for maintaining the existing heating and airconditioning systems in house and not paying for service contracts on 23 rooftop units. Typical size public libraries pay upwards of \$80,000 annually for HVAC service contracts. . The Library's existing building maintenance reserve

fund, built up over twenty years, has enough funds to replace all the heating and air conditioning units and avoid raising taxes or asking the public to approve a bond.

Mr. Marino and the Library Director recommended an increase of \$2.00 per hour for Giomperez Services Inc., the Library's computer consultant. The contract is over four years old and has had no increase in the hourly fee. Mr. Marino is updating the original agreement with Giomperez for review by the Library's attorney before presenting it to the Board for its approval.

Ms. Warburton-Welch moved to approve the Giomperez contract dated July 1, 2024 that includes a \$2.00 increase in its hourly rate, subject to the attorney's approval of the contract. Seconded by Ms. Bekier.

Unanimously carried.

The Library is in receipt of our share of monies paid to the district by the Empire State Development Corp., under the current Funding Agreement for the Belmont Park Development.

The Trustees were in possession of the budgeted salary increases for their approval.

Ms. Warburton-Welch moved to approve the salary schedule for the part-time employees, non-union full-time employees and Administration's salaries for the 2024/25 budget year. Seconded by Ms. Bekier.

Unanimously carried.

LEGAL

There was no report from the Board's attorneys.

CORRESPONDENCE

A thank you letter was received from Elmont Memorial Highschool thanking the Library for its generous support and contribution towards their Class of 2024 Senior Awards program.

A thank you letter was received from Ms. Tiffany Wong for the Scholarship Award.

COMMITTEE REPORTS

The Policy Committee will be selecting a date to start its review of the Library's existing policies.

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

Mr. Palmer, representing the Argo Civic Association, addressed the Board. He asked if the Library's newsletter was available digitally and was advised that, in addition to being mailed, it can be accessed on line.

He asked if the Library gets involved in any sports programs publicity over the summer . He was advised that if the schools provide the Library with information, they will be happy to include it in their publicity.

Ms. Cynthia Hervey, who could not be present, thanked the Director for having the monthly calendar come out prior to each new month in order that patrons can sign-up before deadlines.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, July 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. Pierre Johnson moved to adjourn the meeting at 8:25 p.m.
Seconded by Ms. Burnett.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco
Catherine Antioco, Library Board Clerk