

The 877th 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 November 21, 2024.

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. Gina Burnett
Ms. Mimi Pierre Johnson

MEMBERS ABSENT: Ms. Monique Hardial (prior notice given)
Ms. Suzanne Schatz (prior notice given)
Ms. Natasha Warburton-Welch (prior notice given)

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: Mr. Dwayne Palmer

EXECUTIVE SESSION:

Ms. Burnett moved to go into Executive Session at 7:05 p.m.
Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 7:15 p.m.

SALUTE TO THE FLAG

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

There were no meeting room or theatre requests needing Board action.

APPROVAL OF THE MINUTES

Minutes of the October 24, 2024

The Minutes were approved as presented.

FINANCE

Ms. Bekier moved to approve Payroll Warrant #2830 dated October 27, 2024 in the amount of 55,471.18. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Bill Warrant #2831 dated November 5, 2024 in the amount of \$26,104.36 Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Bekier moved to approve Payroll Warrant #2832 dated November 10, 2024 in the amount of 53,233.58. Seconded by Ms. Burnett.

Unanimously carried.

Ms. Bekier moved to approve Bill Warrant #2833 dated November 21, 2024 in the amount of \$60,008.22. Seconded by Ms. Burnett.

Unanimously carried.

Ms. Bekier moved to approve Board Appointee's Warrant #2834 dated December 1, 2024 in the amount of \$17,627.92. Seconded by Ms. Burnett.

Unanimously carried.

Ms. Bekier moved to approve the Amazon Expense Report for the period October 3, 2024 to November 6, 2024. Seconded by Ms. Burnett.

Unanimously carried.

Ms. Bekier moved to approve the Credit Card Expense Report for the period October 1, 2024 to October 30, 2024. Seconded by Ms. Burnett.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period October 19, 2024 to November 15, 2024.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated November 15, 2024. Also provided were reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

IT Update: LibCal has been implemented and is receiving positive feedback. Patrons are taking advantage of online registration to pick up museum passes. The website is undergoing updates to create a more modern, user-friendly experience.

The Nassau Library System Annual Meeting is scheduled for December 4, 2024 from 7:00 to 9:00 p.m.

Ms. Simpson requested permission to allow four staff members to attend the NCLA dinner.

Ms. Bekier moved to allow four staff members to attend the NCLA Dinner to be held on December 5, 2024 at a total cost not to exceed \$340.00. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Events and programs are being planned for the months of January through April and will be featured in the upcoming newsletter. The newsletter is in the final stages to be sent to the printer.

Ms. Simpson attended an event organized by the Director of Island Park attended by Senator Patricia Canzoneri-Fitzpatrick. Among other matters, Ms. Simpson brought attention to and discussion of the ongoing difficulties related to civil service hiring processes at the Library.

As per Ms. Simpson's discussions regarding the need for changes to Civil Service hiring practices, Assemblywoman Solages has organized a meeting with the Civil Service Commissioner on November 26th that is geared toward paving the way for meaningful changes.

Nassau Library Quest 2025 replacing the previously held Nassau Library Tour will run from January 25 through March 3, 2025.

The theatre scholarship fund raiser performances for 2025 are Seussical on February 28 and Cinderella on April 15, 2025.

ACCOUNTANT'S REPORT

At this time Mr. William Barrett presented the Financial Audit For The Fiscal Year July 1, 2023 through June 30, 2024.

Mr. Barrett also presented the Trustees with the Financial Statements for the Three Months ended September 30, 2024.

After discussion, Mr. Barrett was excused.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

Regarding the solar roof panel project, once he receives the revised contract from National Solar he will send it to our attorney for his review before presenting it to Mr. Young for his signature.

Regarding Bid EPL 2024-2, Install Replacement LED Light Fixtures in Theatre, a letter was sent to Palace Electrical Contractors awarding said bid per the Board's approval at the October meeting.

Mr. Marino sent a response to the Accountant's 2023-2024 Library Audit Management Letter dated October 28, 2024.

The revised Plaza Theatrical annual lease has been sent to Mr. Harrington for his review and signature.

As per the Board's approval at the September meeting, Mr. Marino ordered the window shades for Meeting Room 1 and the staff lounge.

Our attorney is reviewing the current Library policies. Upon completion of his review, a Policy Committee meeting will be scheduled.

Bid EPL 2024-3 Landscaping is being prepared for the attorney's review.

Discussion followed regarding Mr. Marino's meeting with the Elmont UFSD Safety Coordinator and the principals of Covert Avenue and Clara H Carlson School regarding the Library's availability in the event the schools have to be evacuated.

CORRESPONDENCE

There was no correspondence needing the Board's attention.

COMMITTEE REPORTS

There were no committee reports to review.

NEW BUSINESS

There was no new business brought before the Board

OLD BUSINESS

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

PUBLIC

Mr. Dwayne Palmer thanked the Trustees for allowing early voting at the Library for the Presidential election.

He asked for clarification about residency requirements for Library employment.

He also asked for information about Nassau Library Quest 2025.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, December 19, 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 8:15 p.m.
Seconded by Ms. Burnett.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco
Catherine Antioco, Library Board Clerk