

The 875th 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 26, 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. 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: Mr. Rickey Roney.
Ms. Lynette Battle
Mr. Aubrey Phillips

EXECUTIVE SESSION:

The Board did not adjourn into Executive Session.

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 August 22, 2024

The Minutes were approved as presented.

FINANCE

Ms. Warburton-Welch moved to approve Payroll Warrant #2819 dated August 18, 2024 in the amount of \$53,857.18. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Payroll Warrant #2820 dated September 1, 2024 in the amount of \$49,129.76. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2821 dated September 4, 2024 in the amount of \$40,103.42. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Payroll Warrant #2822 dated September 15, 2024 in the amount of \$52,816.28. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2823 dated September 26, 2024 in the amount of \$44,610.70. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Board Appointees Warrant #2824 dated October 1, 2024 in the amount of \$14,969.92. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Amazon Expense Report for the period August 6, 2024 to August 26, 2024. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Credit Card Expense Report for the period August 2, 2024 to August 30, 2024. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period August 17, 2024 to September 20, 2024.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated September 20, 2024. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

IT Update: Our IT consultant is working on making changes to our website and upgrading computers in the Library.

NLS has completed its upgrade and we have the costs should we consider upgrading the Library's Crown Castle bandwidths.

The kiosk holders for the Children's Department tablets need to be replaced. Mr. Perez is researching sturdier holders.

Ms. Simpson and the staff met with the Baker and Taylor representative to discuss new products.

The upcoming Trustee meetings are as follows :The Trustee Handbook Book Club will be held virtually on Tuesday, October 14th from 5:00 p.m. to 6:30 p.m.. The "Trustee Basics" session will take place at NLS on Saturday, November; 30 from 10:00 a.m. to 12:00 p.m. The Annual Meeting of Member Library Trustees is scheduled for Wednesday, December 4, 2024 from 7:00 p.m. to 9:00 p.m. at NLS.

Ms. Simpson and Mr. Young attended the 39th Annual Legislative Breakfast on September 20 at the Farmingdale Public Library. In attendance were many state legislators representing Nassau County Districts.

Two Welcome Sessions will be held in September as part of Library Card Sign-Up Month.

The Library's safety training meeting is scheduled for September 25th.

Personnel Clerk, Ms. Collica, and Ms. Simpson will attend the NYSLRS Employer Education Seminar at NLS on September 27th.

The Kantola Trainings on Harassment Prevention and Workplace Violence will soon be made available to all staff and trustees.

After discussion,

Ms. Warburton-Welch moved to terminate a Part-Time Page position. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to establish a Part-time Typist-Clerk position. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to change the job title of Fatima Rahman from Part-time Page to Part-time Typist Clerk, effective September 23, 2024 at a salary of \$17.00 per hour. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Jordan Hicks, Part-time Typist Clerk, effective September 24, 2024 at a salary of \$17.00 per hour. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to increase the annual salary of Steven Velez-Garcia, Full time Library Aide by \$3,500 for the successful completion of his probationary period, effective September 30, 2024. Seconded by Ms. Bekier.

Unanimously carried.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

After discussion regarding the Photovoltaic Systems and Installation Services Mini-Bid.,

Ms. Warburton-Welch moved to reject Mini-bid EPL 2024-01 Photovoltaic and Installation Services submitted by Solar Liberty Energy Systems, Inc. for not meeting the New York State Office of General Services bid specifications. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to award Mini-Bid EPL 2024-01 Photovoltaic and Services off the New York State OGS Contract, award number 23137-GR to National Solar Technologies for \$712,452, pending receiving a building permit from the New York State Department of Education. Department of Facilities Planning and the availability of receiving a 30% Federal IRA Direct Pay Incentive. The cost for the project will come from the Roofing and Solar Energy Fund. Seconded by Ms. Bekier.

Unanimously carried.

Bid Bid EPL 2024-2, Install Replacement LED Light Fixtures in Theatre has been prepared with a new opening date of October 10, 2024.

The accountants expect to have the 2023/2024 Library fiscal audit completed in October 2024.

Discussion regarding the annual lease renewal for the Plaza Theatre.

Discussion regarding replacement of the window shades in meeting room 3 and the staff kitchen.

Ms. Warburton-Welch moved to approve the purchase of window shades from Acme Window Treatments off the Nassau County School District Cooperative bid in the amount not to exceed \$4,739.50. Seconded by Ms. Bekier.

Unanimously carried.

LEGAL

Ms. Warburton-Welch moved to appoint Bond, Schoeneck & King PLLC, primarily Howard M. Miller, Esq., Member, according to the Request for Proposal submitted on September 13, 2024. Seconded by Ms. Bekier.

Unanimously carried.

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. Rickey Roney addressed the Board with his concerns that there are not enough events or programs offered in our Library honoring Black holidays and history.

Mr. Aubrey Phillips and Ms. Lynette Battle discussed the reasons as to why their approval for a program including a presentation by Highlighting Success was not received. The concerns were addressed so that they could go forward with their request.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, October 24, 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 8:45 p.m.
Seconded by Ms. Bekier.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco
Catherine Antioco, Library Board Clerk