

The 880th 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 February 27, 2025.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 6:00 p.m.

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

MEMBERS ABSENT: Ms. Ellice Bekier (prior notice given)

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

PUBLIC: Ms. Marjorie Dejou-Morales
Mr. Kedner Stiven

At this time, the work session portion of the meeting commenced in order to review the Administration's Recommendations for the 2025/2026 budget. The Trustees proceeded with a line-by-line review of each budget item discussing increases and decreases to relevant budget items. The budget hearing will take place at the March 27, 2025 meeting.

The work session concluded at 7:00 p.m.

EXECUTIVE SESSION:

Ms. Warburton Welch moved to go into Executive Session at 7:00 p.m. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 8:00 p.m.

SALUTE TO THE FLAG

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

Ms. Hardial moved to approve the meeting room request of the Kedner Stiven Organization. Seconded by Ms. Warburton Welch.

Unanimously carried.

APPROVAL OF THE MINUTES

Minutes of the January 23, 2025 Meeting

The Minutes were approved as presented.

ACCOUNTANT'S REPORT

Mr. William Barrett reported.

He provided the Trustees with the Financial Statements for the six months period ended December 31, 2024. After review and a brief discussion Mr. Barrett was excused.

FINANCE

Ms. Warburton Welch moved to approve Payroll Warrant #2845 dated January 19, 2025 in the amount of 54,956.78. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2846 dated February 3, 2025 in the amount of \$29,069.62 Seconded by Ms. Hardial.

Unanimously carried.

Ms. Warburton Welch moved to approve Payroll Warrant #2847 dated February 2, 2025 in the amount of \$53,543.78. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2848 dated February 27, 2025 in the amount of \$108,269.18. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Warburton Welch moved to approve Board Appointee's Warrant #2849 dated March 1, 2025 in the amount of \$16,202.92. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Warburton Welch moved to approve the Amazon Expense Report for the period January 5, 2025 to February 11, 2025. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Warburton Welch moved to approve the Credit Card Expense Report for the period January 9, 2025 to January 30, 2025. Seconded by Ms. Hardial

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period January 25, 2025 to February 21, 2025.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated February 21, 2025. Also provided were reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

Our patrons have filled all of the appointment slots for the IRS Volunteer Income Tax Assistance program (VITA)s provided at the Library..

The theme for this year's summer reading program is "Color Our World." Ms. Simpson will be attending the NLS virtual workshop in February to discuss ways of improving and marketing our programs.

The staff is presently involved in creating the spring/summer programming.

Class visits from all of the elementary schools in the district have been highly successful. The staff will be visiting Gotham Avenue School this coming week.

Our sensory exploration station and castle play area are expected to be featured in the February 26th issue of Newsday.

Ms. Warburton Welch moved to approve the hiring of Stalin Castillo, P/T Substitute Security Aide, effective February 21, 2025 at a salary of \$22.00 per hour pending Civil Service approval. Seconded by Ms. Hardial.

Unanimously carried.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

Regarding Bid EPL 2025-1, Landscaping Services,

Ms. Warburton Welch moved to award EPL Bid 2025-1 Landscaping Services to Jhony Landscaping Inc. for the following lump sum prices: 2025-\$14,995; 2026-\$16,494.50; 2027-\$18,143.95. Seconded by Ms. Hardial.

Unanimously carried.

Regarding Bid EPL 2025-2 Video Surveillance System, the lowest bidder's submitted bid was incomplete.

Ms. Warburton Welch moved to award EPL Bid 2025-2 Video Surveillance to Total Security LLC for a total lump sum price of \$81,980. Seconded by Ms. Hardial.

Unanimously carried.

Mr. Marino has a meeting scheduled with our insurance carrier to review the Library's policies.

Mr. Marino met with the Elmont School District whose request was the addition of the Alden Terrace school to the schools that would use the Library as an evacuation site in case of an emergency.

In January, two water heaters needed to be replaced, one on an emergency basis and one because of age at a cost of \$6,500. The monies will be taken from the Building Contingency Fund.

Mr. Marino's recently updated the Building Maintenance Reserve Fund and reviewed the Library's Unassigned Funds. After discussion, he recommended a transfer of funds from the Building Maintenance Fund to the Unassigned Funds.

Ms. Warburton Welch moved to transfer \$428,302 from Unassigned Funds to the Building Maintenance Reserve Fund. Seconded by Ms. Hardial.

Unanimously carried.

CORRESPONDENCE

There was no correspondence needing the Board's attention.

COMMITTEE REPORTS

Policy Committee

The Policy Committee will prepare a report when their reviews are completed.

Scholarship Committee

There will be one more theatre presentation to benefit the Scholarship Fund.

NEW BUSINESS

There was no new business brought before the Board

OLD BUSINESS

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

PUBLIC

No public present at this time.

ADJOURNMENT

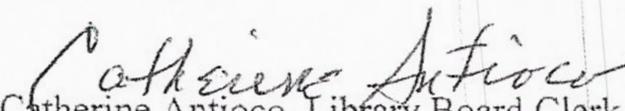
The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, March 27, 2025 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Pierre Johnson moved to adjourn the meeting at 8:27 p.m. Seconded by Ms. Schatz.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Library Board Clerk