

The 882nd 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 April 24, 2025.

CALL TO ORDER

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. Monique Hardial
Ms. Mimi Pierre Johnson
Ms. Suzanne Schatz

MEMBERS ABSENT: Ms. Gina Burnett (prior notice given)

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

PUBLIC: There were no members of the public present.

EXECUTIVE SESSION:

Ms. Bekier moved to go into Executive Session at 7:10 p.m.
Seconded by Ms .Hardial.

Unanimously carried.

The meeting reconvened at 7:40 p.m.

SALUTE TO THE FLAG

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

There were no meeting room or theater requests for the Board's consideration.

APPROVAL OF THE MINUTES

Minutes of the March 27, 2025

The Minutes were approved as presented.

FINANCE

Warrants

Ms. Warburton-Welch moved to approve Payroll Warrant #2856 dated March 30, 2025 in the amount of \$53,022.93. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2857 dated April 3, 2025 in the amount of \$26,082.78. Seconded by Ms. Bekier

Unanimously carried.

Ms. Warburton-Welch moved to approve Payroll Warrant #2858 dated April 13, 2025 in the amount of \$52,570.85. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Bill Warrant #2859 dated April 24, 2025 in the amount of \$87,027.56. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve Board Appointee's Warrant #2860 dated May 1, 2025 in the amount of \$15,671.98. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Amazon Expense Report for the period March 2, 2025 to April 2, 2025. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve the Credit Card Expense Report for the period March 3, 2025 to March 31, 2025 Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period March 21, 2025 to April 17, 2025.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated April 17, 2025. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

Letters will be sent to Civil Service regarding the prior request for a residency waiver for professional librarian positions.

Ms. Simpson requested the Board's approval to declare an amnesty month for children and teens during the month of June to clear their library accounts so that they will enjoy the Library's summer activities without having to worry about overdue book fines.

Ms. Warburton-Welch moved to not charge fines for books returned late during the month of June only for the Children's and Teens library cards. This does not include fees for lost or damaged books. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Simpson recommended closing the library on Saturday, July 5th. The library will be closed Friday July 4th in recognition of Independence Day and Sunday, July 6th in accordance with the summer schedule.

Ms. Warburton-Welch moved to close the Library on Saturday July 5, 2025 in observance of the Independence Day holiday weekend. Seconded by Ms. Bekier.

Unanimously carried.

Review of library databases is underway.

The Elmont Library Newsletter for May-August 2025 has been mailed to the post office.

Discussion regarding a community outreach librarian position.

As per Ms. Simpson's recommendations, the following motions were made:

Ms. Warburton-Welch moved to hire Brandon Harrigan, Part/time Librarian Trainee, effective April 10, 2025 at a salary of \$20.60 per hour. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to hire Juliet Sanchez, Librarian II, Department Head in the Children's Department effective May 12, 2025 at an annual salary of \$84,000, with a six month probationary period, pending civil service approval. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton-Welch moved to approve an increase of \$3,200 to the annual salary of Cara Howfield effective May 12, 2025 as her new title will be Young Adults Department Head/Community Outreach Librarian. Seconded by Ms. Bekier.

Unanimously carried.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

He brought the Trustees up to date on the Solar project.

Total Security has begun installing the cabling and cameras for the new video surveillance system.

The 2025/2026 Library Budget was posted in the Library and in the Library's mailer.

The Library's insurance report was discussed..

After discussion, the Trustees approved the Library's "Drivers Handbook Rules and Regulations."

CORRESPONDENCE

There was no correspondence needing the Board's attention.

COMMITTEE REPORTS

There were no committee reports presented.

NEW BUSINESS

There was no new business brought before the Board

OLD BUSINESS

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

PUBLIC

There were no members of the public present.

ADJOURNMENT

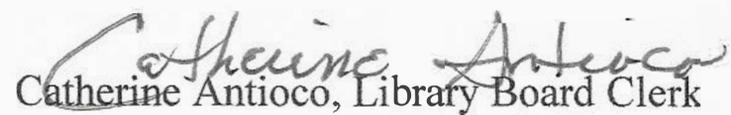
The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, May 22, 2025 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Bekier moved to adjourn the meeting at 8:15 p.m. Seconded by Ms. Pierre Johnson.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Library Board Clerk