

The 888th 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 October 23, 2025.

**CALL TO ORDER**

The meeting was called to order by Ms. Ellice Bekier, Board President.

**MEMBERS PRESENT:** Ms. Ellice Bekier, President  
Ms. Gina Burnett, Vice President  
Ms. Mimi Pierre Johnson  
Ms. Suzanne Schatz

**MEMBERS ABSENT:** Ms. Elizabeth Forbes (prior notice given)  
Ms. Monique Hardial (prior notice given)  
Ms. Natasha Warburton Welch (prior notice given)

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

**PUBLIC:** Ms. Navis Klimpacher

**EXECUTIVE SESSION:**

Ms. Pierre Johnson moved to go into Executive Session at 7:02 p.m. to discuss the employment history of a staff member.  
Seconded by Ms. Schatz.

Unanimously carried.

The meeting reconvened at 7:45 p.m.

**SALUTE TO THE FLAG**

**Agenda Items Only**

No discussion.

**Meeting Room or Theater Requests**

New York State Senator Patricia Canzoneri-Fitzpatrick requested use of the theatre for a veteran's award ceremony on November 17, 2025. After discussion,

Ms. Burnett moved to approve the meeting room request of Senator Patricia Canzoneri-Fitzpatrick for November 17, 2025 to hold a local veteran's ceremony. Seconded by Ms. Schatz.

Unanimously carried.

**APPROVAL OF THE MINUTES**

**Minutes of the September 25, 2025**

The Minutes were approved as submitted.

**FINANCE**

**Warrants**

Ms. Burnett moved to approve Payroll Warrant #2887 dated September 28, 2025 in the amount of \$61,462.55. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2888 dated October 6, 2025 in the amount of \$35,191.42. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2889 dated October 12, 2025 in the amount of \$58,900.56. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2890 dated October 23, 2025 in the amount of \$89,753.68. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve Board Appointees Warrant #2891 dated November 1, 2025 in the amount of \$17,272.44. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Burnett moved to approve the Amazon Expense Report for the period August 4, 2025 to October 9, 2025. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Burnett moved to approve the Credit Card Expense Report for the period September 2, 2025 to September 30, 2025. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period September 19, 2025 to October 14, 2025.

### **LIBRARY DIRECTOR'S REPORT**

Ms. Simpson reported.

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

A new touchscreen was installed in the Children's Room replacing the one that was not working.

The Library has experienced several brown-outs in October which were handled by our IT consultant. He has recommended purchasing more UPS units to address the issue.

Ongoing computer training is keeping the employees up-to-date on any new databases and how to introduce them to patrons and instruct them in their use.

We have just been informed that Baker and Taylor, the company that the Library uses for purchasing most of our books and materials is being dissolved. As a result we will now be working with OMNIA to utilize Utah's State Contract with Amazon, BrodArt to set up accounts for book ordering and Ingram to update our existing accounts. Therefore the Library will have three companies from which to purchase library books and materials rather than relying on only one company.

As part of Superintendent's Conference Day, the Elmont Union Free School District held professional development trainings at the Library. At that time the Department Heads from Young Adults and Children's met with the six elementary school librarians to discuss ongoing outreach.

Our Department Heads from Children's and Young Adults met with the Vice President of the Alden Terrace PTA and Cara Howfield and Sonya Jones will be participating with the Dutch Broadway PTA's Trunk or Treat event.

Discussion regarding updating the existing self-service kiosks and RFID workstations.

Ms. Simpson brought the Trustees up-to-date on the upcoming El-Con Event that will take place on November 8th.

**ADVANCED CONSULTING CORPORATION**

Mr. Marino reported.

He has made clear to the Administration of the Elmont School District the time frame under which we are working to complete the solar project before December 31 in order to receive Federal funds. He is hopeful that we will receive the information requested from them by next week so that we can start the project in early November.

The CSEA union representative has not scheduled another negotiation session.

He is still working on an alternate plan for the emergency lighting fixtures.

He expects the accountant to present the 2024-25 Library Audit at the November Board meeting.

Discussion regarding replacing the Library's self check out and in system. The software on the current system cannot be updated because it is over ten years old. The board was in possession of a pricing quote. If approved, the monies can be taken from the existing Automation Fund Reserve.

Ms. Burnett moved to accept Bibliotheca's quote QUP-US11700 in the amount of \$72,781.00 for new self check in and out system equipment. The quote is based on a Nassau County Library System contract (BID). The cost will be funded by the current Automation Reserve Fund. Seconded by Ms. Schatz.

Unanimously carried.

Discussion regarding Bid EPL 2025-3 Tree Trimming Services. This includes the plan to trim 87 trees on the Library's property.

Ms. Burnett moved to award BID EPL 2025-3 Tree Trimming Service to the lowest responsible bidder, Harder Services, Inc. for a lump sum price of \$12,885.00. The cost will be funded by the Building Maintenance Reserve Fund. Seconded by Ms. Pierre Johnson.

Unanimously carried.

We have been encountering problems with the Library's Building Management System which is 20 years old. It is made by Lennox, and is no longer being serviced by them. He is trying to find an experienced Lennox mechanic to see if he or she can do to fix it.

**LEGAL**

There was no report from the Board's attorneys.

**CORRESPONDENCE**

Correspondence was reviewed prior to the meeting.

**COMMITTEE REPORTS**

There were no committee reports presented.

**OTHER**

The Trustees discussed the "Circulation Rank" for September. Discussion followed regarding the changes in circulation that is impacting all libraries across the board. The downward trend illuminates the change in reading habits of patrons.

Discussion regarding Museum Pass Usage.

**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**

There was no public input.

**ADJOURNMENT**

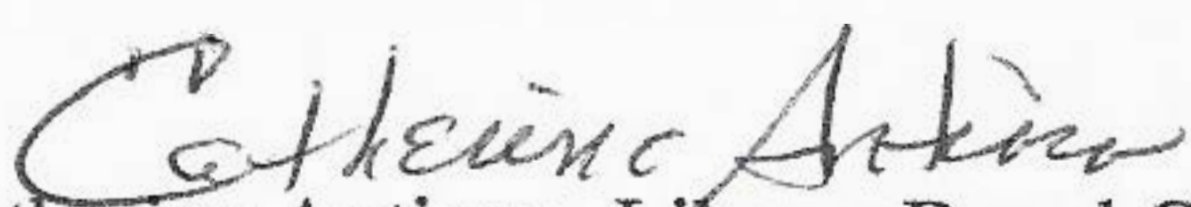
The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, November 20, 2025 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Burnett moved to adjourn the meeting at 8:55 p.m. Seconded by Ms. Pierre Johnson.

Unanimously carried.

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Respectfully submitted,

  
Catherine Antioco, Library Board Clerk