

The 890th 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 December 18, 2025.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:05 p.m.

MEMBERS PRESENT: Ms. Ellice Bekier, President
Ms. Gina Burnett, Vice President
Ms. Elizabeth Forbes
Ms. Monique Hardial
Ms. Mimi Pierre Johnson
Ms. Ms. Suzanne Schatz

MEMBERS ABSENT: Ms.. Natasha Warburton Welch (prior notice given)

ALSO PRESENT: Ms. Jean Simpson, Library Director
Mr. Frank Marino, Business Manager
Ms. William Barrett, Board Accountant
Mr. Michael Eisenhutt, Board Accountant
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 7:05 p.m. to discuss union negotiations. Seconded by Ms. Burnett.

Unanimously carried.

The meeting reconvened at 7:45 p.m.

SALUTE TO THE FLAG

Agenda Items Only

No discussion.

ACCOUNTANT'S REPORT

Mr. William Barrett reported.

He provided the Trustees with copies of the 2024/2025 Fiscal Audit. Discussion followed after review of the statements.

Mr. Eisenhutt presented the Quarterly Report for the period ending September 30, 2025.

At this time Mr. Barrett and Mr. Eisenhutt were excused.

Meeting Room or Theater Requests

There were no meeting room requests for the Board's approval.

APPROVAL OF THE MINUTES

Minutes of the Meeting of November 20, 2025

The Minutes were approved as presented.

FINANCE

Ms. Burnett moved to approve Payroll Warrant #2897 dated November 23, 2025 in the amount of \$57,529.47. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2898 dated December 4, 2025 in the amount of \$365,935.92. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2899 dated December 1, 2025 in the amount of \$57,8000.68. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2900 dated December 18, 2025 in the amount of \$660,367.53. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Burnett moved to approve Board Appointees Warrant #2901 dated January 1, 2026 in the amount of \$18,443.99. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Burnett moved to approve the Amazon Expense Report for the period October 10, 2025 to December 3, 2025. Seconded by Ms. Hardial.

Unanimously carried.

Ms. Burnett moved to approve the Credit Card Expense Report for the period November 7, 2025 to November 28, 2025. Seconded by Ms. Hardial.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period November 14 to December 12, 2025.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated December 12, 2025. Also provided were reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

The IT update cited the replacement of the IT Department computer, as well as installation of a new computer to replace the unit in the Computer Area. Ms. Simpson is working with the IT consultant for the purposes of marketing our databases and bringing the staff up to date about new databases which will be uploaded in January. Bibliotheca will be training staff on how to use the new self-check kiosks.

The trustees were in possession of a proposed five-year plan created by Ms. Simpson, Mr. Marino and the Department Heads. Discussion followed regarding what changes and challenges to expect in the years ahead.

Ms. Burnett moved to accept the Library's five-year plan from January 1, 2026 to December 31, 2030. Seconded by Ms. Pierre Johnson.

Unanimously carried.

There will be a prep session on January 28th for Library Advocacy Day that is scheduled for February 2, 2026.

Ms. Simpson reviewed the upcoming program of events that were included in the recently distributed newsletter. Discussion followed.

Discussion followed regarding the proposed 2026 cost for nonresident library cards

Ms. Hardial has been reelected to the NLS Board of Trustees.

The Library scholarship fund raiser continues this year with Rainbow Fish on February 18 and Junie B. Jones the Musical on April 8th.

Discussion regarding the circulation statistics among the Nassau County libraries .

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

Unfortunately, the solar project will not be completed by the December 31, 2025 deadline, at which time the Federal Government's rebate is being eliminated. I have contacted Assemblywoman Solages' office to discuss possible grant monies to cover a portion of what we would have received from the Government rebate.

During the installation of the roofing, we discovered that the existing natural gas piping condensate traps were touching the new roofing and needed to be raised. As there was no time to bid the job, Mr. Marino accepted the lowest price from one of the three plumbers he contacted to have the work done in the amount of \$17,879.00.

As soon as we receive the fixtures for the emergency lighting fixtures, Mr. Marino will go out to bid to do the installation.

Mr. Marino discovered that the belt in an exhaust fan that is specifically for the electrical switchgear room in the basement where the building Management system is housed was broken and off the pulley. After changing the belt on the fan, the BMS has had no problems. As a precaution he checked and changed the belts in the other three exhaust fans.

Discussion regarding health insurance costs for the staff that increased by nine (9%) percent.

LEGAL

There was no report from the Board's attorneys.

CORRESPONDENCE

There was no correspondence for the Board's review.

COMMITTEE REPORTS

There were no committee reports presented.

NEW BUSINESS

There was no new business for the Board's consideration.

Due to her relocation out of State, Ms. Ellice Bekier officially resigned her position as Trustee of the Elmont Public Library.

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, January 22, 2026 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 9:10 p.m.
Seconded by Ms. Schatz.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco
Catherine Antioco, Library Board Clerk