

The 805th Meeting of the Board of Trustees of the Elmont Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York was held at the Elmont Public Library on September 25, 2018.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:30p.m.

MEMBERS PRESENT: Mr. Livingstone Young, President

Ms. Gina Burnett, Vice President

Ms. Ellice Bekier

Ms. Monique Hardial

Ms. Mimi Pierre Johnson

Ms. Tammie Williams

MEMBERS ABSENT: Mr. Pat Nicolosi (prior notice given)

ALSO PRESENT:

Ms. Nadine Buccilli Spano, Librarian-In-Charge

Mr. Frank Marino, Advanced Consulting Corp.

Tom Volz, Esq., Board Attorney

Ms. Catherine Antioco, Library Board Clerk

PUBLIC See attached sign-in sheet

Ms. Williams moved to go into executive session at 7:00 p.m. to discuss personnel and legal matters. Seconded by Ms. Bekier.

Unanimously carried.

The Board reconvened into Public Session at 8:15 p.m.

SALUTE TO FLAG

PUBLIC

Agenda Items Only

No comments.

Meeting Room/Theatre Requests

Ms. Burnett moved to approve the meeting room use requests of the Elmont Cultural Center for October 16 and November 15, 2018.

In favor: Ms. Bekier, Ms. Burnett, Ms. Hardial, Ms. Williams, Mr. Young

Abstention: Ms. Pierre Johnson (as a member of the Elmont Cultural Center)

Motion carried.

APPROVAL OF THE NANUTES

Minutes of the Meeting of July 26.2018 The minutes were accepted as presented.

Minutes of Meeting of August 16.2018 The minutes were accepted as presented.

FINANCE

Credit Card Report

Ms. Burnett moved to approve the Credit Card Expense Report for the Billing Cycle August 6, through September 3, 2018. In the amount of \$3,124.11. Seconded by Ms. Bekier.

Unanimously carried. Treasury

Warrants

Ms. Burnett moved to approve Treasury Warrant #2459 dated September 27, 2018 (Bill Warrant) in the amount of \$29,418.12. Seconded by Ms. Bekier. Discussion followed.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2460 dated September 30, 2018 (Medicare Reimbursement Warrant) in the amount of \$944.10. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant 2461 dated August 1, 2018 (Board Appointees' Warrant) in the amount of \$11,773.05. Seconded by Ms. Bekier.

Unanimously carried.

REPORT OF LIBRARIAN-IN-CHARGE

Ms. Buccilli Spano reported.

Included with Ms. Spano's report were reports from each individual Library Department. Ms. Spano highlighted the following:

The Children's Department offered 34 programs with a total of 785 attendees. Their goal is to bring learning experiences to children and their families.

The Young Adults Department offered 33 programs with 281 attendees. One of its goals is to encourage community services by our young adults.

The Adult Department offered 48 programs with 2,866 attendees. Some programs offered were in celebration of Hispanic Heritage month.

We have added VR/Nirtual Reality to our programming to be used for art/design, travel, STEAM experiences, etc.

Our museum passes were used 83 times in the month of August.

*acquisition*  
~~tem~~ has been fully implemented, which streamlines budget and work flow and what books are on order and automatically orders of best sellers.

Two sensory friendly performances were held this summer for children on the autism spectrum and were very well received.

Wowbery is a new service that sends an interactive e-mail to patrons when new movies and other materials are available.

"Voting Rocks," a voter registration service, was held at the library two times during the month of August.

Assemblywoman Michaella Solages and Town Clerk Sylvia Cabana visited the Library for a special story time and read to the children in English and Spanish.

Ms. Burnett moved to hire Ms. Jean Simpson as a Librarian II at an annual salary of \$65,000.00 effective November 1, 2018 with a six (6) month probationary period to replace Ms. Mara Marin as head of the Adult Services Department. Seconded by Ms. Bekier.

Unanimously carried

Ms. Burnett moved to hire Ms. Lorraine Katarian as a new parttime frainee at a salary of \$20.00 per hour. Seconded by Ms. Bekier.

Unanimously carried

Ms. Bekier moved to approve the attendance of Ms. Cara Howfield and Ms. Briana Moore at the Fall Literature Conference on October 18, 2018 at a total cost not to exceed \$85.00 per person. Seconded by Ms. Bekier.

Unanimously carried.

Inasmuch as we have encountered too many computer problems with the "fish" room, it will be converted to a sensory room for children.

Discussion regarding the possibility of loading a pafron's library card number onto their cell phones. In addition, Ms. Spano was asked if there any way to determine what households in the distü•ict do not have Library cards.

#### ADVANCED CONSULTING CORPORATION REPORT

Mr. Marino reported.

The LED lamp replacement will be completed with the next several weeks.

Mr. Marino gave an update on the engineering plans and the next steps needed to add a downstairs rest•oom.

The air conditioner in the networking room is not working. It will be necessary to install a new ductless air conditioning heat pump. Mr. Marino explained that, since the unit is rather old, it might be more cost efficient to replace it.

Ms. Burnett moved to replace the ductless air conditioning heat pump at a cost not to exceed \$6,400.00, subject to approval by te Library's counsel.

Discussion followed.

Unanimously carried.

Mr. Marino prepared Bid 2018-01, Supply and Install a Card Access and Control System..

Several Library policies are being reviewed by Mr. Marino, Ms. Bucilli Spano, Mr. Volz and the Policy Committee, comprised of Mr. Young and Ms. Pierre Johnson.

### LEGAL

Mr. Volz reported.

He has worked with the committee reviewing the Library Policies.

He has worked with the **administration** regarding the policy governing security cameras.

He has worked with the **administration** regarding the card access control bid and found it to be in order.

He has addressed some personnel issues.

### CORRESPONDENCE

A letter was received from the Elmont Union Free School District thanking the Library for providing two entertaining and interactive programs for the students of the Alden Terrace School.

A letter was received from Assemblywoman Solages thanking the Library for its participation in the Children's Summer Reading program on July 25<sup>th</sup>.

### COMMITTEE REPORTS

Other than that discussed above, there was no report.

## OLD BUSINESS

Brief discussion regarding the layout of the second floor that might be **designated** as "other space," not necessarily a space just for books. Mr. Marino explained that complications in the form of additional rules arise when too much of a mezzanine is used for other than book shelving and a few seats.

## NEW BUSINESS

Ms. Burnett moved to designate the following dates as official Meeting Room Dates for the Library Board of Trustees: October 25, 2018, November 15, 2018, December 20, 2018, January 24, 2019, February 28, 2019, March 28, 2019, April 26, 2019, May 23, 2019, June 27, 2019. Seconded by Ms. Bekier.

Unanimously carried.

## PUBLIC

Ms. Cynthia Hervey thanked everyone for implementing the new call-in registration for Library programs.

Ms. Burnett moved to reconvene into Executive Session at 9:14. Seconded by Ms. Bekier.

The Board reconvened at 11 p.m.

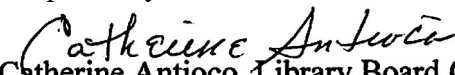
Ms. Burnett moved to appoint the firm of Newrocki & Smith to perform an audit of designated financial matters, subject to review and approval of an agreement of an engagement letter by counsel and the Board President. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Williams moved to adjourn at 11:05 p.m. Seconded by Ms. Hardial.

Unanimously carried.

Respectfully submitted,

  
Catherine Antioco, Library Board Clerk