

After having provided due notice to all interested parties, the 825th 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 via teleconference on May 28, 2020.

**CALL TO ORDER/EXECUTIVE SESSION**

The meeting was called to order by Mr. Livingstone Young, President at 5:30 p.m.

**MEMBERS PRESENT:** Mr. Livingstone Young, President  
Ms. Gina Burnet, Vice President  
Ms. Ellice Bekier  
Ms. Mimi Pierre Johnson  
Ms. Suzanne Schatz  
Ms. Natasha Warburton Welch

**MEMBERS ABSENT:** Ms. Monique Hardial (prior notice given)

**ALSO PRESENT:** Ms. Jean Simpson, Library Director  
Mr. Frank Marino, Advanced Consulting Corp.  
Thomas Volz, Library Attorney  
Anthony Delucca, Esq., Board Attorney  
Mr. William Rynkar, Library Accountant  
Ms. Catherine Antioco, Library Board Clerk

Ms. Burnett moved to go into executive session at 5:32 p.m. to discuss personnel and legal matters. Seconded by Ms. Bekier.

Unanimously carried.

The meeting reconvened at 5:50 p.m.

**SALUTE TO THE FLAG**

**PUBLIC**

Mr. Young invited any members of the public to call in with any questions or comments under the public portion of the meeting.

**Meeting Room and Theatre Requests**

There were no items requiring Board action.

**APPROVAL OF THE MINUTES**

**Minutes of the Meeting of April 23, 2020**

The minutes were amended to include Ms. Suzanne Schatz as an attendee at April 23, 2020 meeting.

**FINANCE**

**Treasury Warrants**

Ms. Burnett moved to approve Payroll Warrant #2550 dated May 3, 2020 in the amount of \$47,243.69. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2551 dated May 18, 2020 in the amount of \$18,454.01. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2552 dated May 17, 2020 in the amount of \$47,449.14. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2553 dated May 28, 2020 in the amount of \$35,099.88. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Board Appointees Warrant #2554 dated May 28, 2020 in the amount of \$15,317.16. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve the credit card expense report for the period April 13, 2020 to April 30, 2020. Seconded by Ms. Bekier.

Unanimously carried.

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

The Trustees were in possession of Ms. Simpson's report to the Board of Trustees for May, 2020.

The Library reopening plan has been completed and is in compliance with CDC guidelines and recommendations as well as Governor Cuomo's Executive Orders and Nassau County directives. Ms. Burnett moved as follows:

**IT IS HEREBY RESOLVED** that the Trustees approve the Elmont Library's Reopening Plan as presented to the Board of Trustees and authorizes the Library Director to modify that plan as necessary. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Ms. Burnet moved to accept the 2019 Annual Report to the New York State Education Department. Seconded by Ms. Bekier.

Unanimously carried.

As patrons become more informed by weekly e-mail blasts, social media and the addition of a postcard mailer and outdoor signs, the numbers of patrons participating on line and through virtual platforms keep going up. Since the inception of the Library's closure, staff have been providing on line programming from home.

This coming week staff will be returning to the Library with less than fifty (50%) percent on the premises at one time. Within the next two weeks, we will be offering curbside pick up of Library materials for Elmont patrons only. Ms. Simpson requested approval to change the Library's hours temporarily while closed to the public.

Ms. Burnett moved to temporarily change the staff hours of the Library when closed to the public to Monday through Friday from 9:00 a.m. to 9:00 p.m. Seconded by Ms. Bekier.

Unanimously carried.

Brief discussion regarding crafts for children and young adults.



### **ACCOUNTANT'S REPORT**

At this time Mr. Barrett joined the meeting.

He reviewed the Financial Statements for the six months ending on March 20, 2020 and remarked that the Library is on sound fiscal standing and operating in line with its budget.

After a brief discussion, he was excused.

### **ADVANCED CONSULTING CORPORATION REPORT**

Mr. Marino reported.

We are still waiting for confirmation of the tentative August 18, 2020 date and places for the two unserved areas vote.

The Library and School election will be on Tuesday, June 9<sup>th</sup>. Ballots have been mailed by the school district to registered voters.

Tree trimming has been completed satisfactorily.

The building interior has been deep cleaned in accordance with cleaning and maintenance schedules created with the inception of the Covid-19 closure of the Library.

We have received the first half of the 2020 payment from the Town of Hempstead for the two unserved districts.

After a brief discussion, the Board approved Mr. Marino going out to bid to re-laminate and install hardwood edges on the counters in the Children's Department.

The scholarship applications will be sent to the committee who will select two recipients, one from Elmont Memorial High School and one from Sewanhaka High School.

### **LEGAL**

Mr. Volz reported.

Other than that discussed in Executive Session, he sent a memo to the Director regarding issues that are being addressed to be in compliance with the Library's opening plan.

### **NEW BUSINESS**

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

### **OLD BUSINESS**

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

## ADJOURNMENT

Before adjournment, Ms. Bekier thanked all the staff, those working from home as well as those coming to the Library during these tumultuous times, especially the Director, our Business Manager and Attorney and all those who have been so instrumental in providing services to the community as well as those maintaining and working to take care of the interior of the building so that when we reopen it will be a safe place for our patrons.

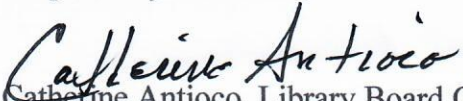
The next regularly scheduled meeting of the Board of Trustees will be held on June 25, 2020, the time and venue to be determined. If necessary, the Board will convene into Executive Session followed by public session.

Ms. Burnett moved to adjourn at 6:37 p.m. Seconded by Ms. Pierre Johnson.

Unanimously carried.

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Respectfully submitted,

  
Catherine Antioco, Library Board Clerk