

The 831st 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 and in person at the Elmont Memorial Library on November 19, 2020.

CALL TO ORDER/EXECUTIVE SESSION

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

MEMBERS PRESENT:

Mr. Livingstone Young, President (present)
Ms. Ellice Bekier (via teleconference)
Ms. Monique Hardial (via teleconference)
Ms. Mimi PierreJohnson (via teleconference)
Ms. Suzanne Schatz (via teleconference)
Ms. Natasha Warburton Welch (via teleconference)

MEMBERS ABSENT:

Ms. Gina Burnett (prior notice given)

ALSO PRESENT:

Ms. Jean Simpson, Library Director (present)
Mr. Frank Marino, Advanced Consulting Corp. (present)
Tom Volz, Esq. Board Attorney (via teleconference)
Anthony DeLuca, Esq. Board Attorney (via teleconference)
Mr. William Barrett, CPA, Board Accountant (present)
Mr. Giovanni Perez, IT Consultant (present)
Ms. Catherine Antioco, Board Clerk (present)

Ms. Bekier moved to go into Executive Session at 7:05 to discuss personnel and legal matters. Seconded by Ms. Pierre Johnson.

Unanimously carried.

The meeting reconvened at 7:25 p.m.

SALUTE TO THE FLAG

PUBLIC

Agenda Items Only

There was no public present.

Meeting Room Requests

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

APPROVAL OF THE MINUTES

Minutes of the Meeting of October 22, 2020

The Minutes were approved as presented.

FINANCE

Ms. Pierre Johnson moved to approve Payroll Warrant #2580 dated October 18, 2020 in the amount of \$53,945.79. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Pierre Johnson moved to approve Payroll Warrant #2581 dated November 1, 2020 in the amount of \$55,454.73. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Pierre Johnson moved to approve Bill Warrant #2582 dated November 19, 2020 in the amount of \$29,076.27. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Pierre Johnson moved to approve Bill Warrant #2583 dated November 19, 2020 in the amount of \$55,314.33. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Pierre Johnson moved to approve Board Appointees Warrant #2584 dated December 1, 2020 in the amount of \$19,619.66. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Pierre Johnson moved to approve the Credit Card Expense Report for the period October 2, 2020 to October 30, 2020. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Position Paper for the period October 17, 2020 to November 13, 2020.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Board Members were in possession of Ms. Simpson's report to the Board for the month of October 2020 as well as reports from Youth Services and the Children's Departments.

The Library staff has been reaching out to the district schools to bring them up to date on data bases and virtual programming at the Library. Circulation is steadily increasing.

Ms. Bekier moved to approve the hiring of Philip Harwood as Full-time Librarian I at an annual salary of \$48,000 effective December 7, 2020. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Warburton Welch moved to approve a salary increase of \$2,500 annually for Sonya Jones, having successfully completed her probationary period, effective November 16, 2020. Seconded by Ms. Bekier.

Unanimously carried.

ACCOUNTANT'S REPORT

Mr. Barrett presented the Financial Statements for the first quarter ending September 30, 2020. He explained the time line for receiving tax revenues and its impact on the financial statements.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

The Town of Hempstead has extended the Library's contract for services to the unserved areas until December 30, 2021.

Discussion regarding a new investment policy, Policy 300-15.

Ms. Pierre Johnson moved to approve Policy #300-15 Investment Policy, as submitted. Seconded by Ms. Bekier.

Unanimously carried.

Discussion regarding transferring funds from the Undesignated Funds accounts to several of the Designated Fund Reserve Funds accounts.

Ms. Pierre Johnson moved to approve the transfer \$739,629 into the Building Reserve Fund. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Bekier moved to approve the transfer of \$100,000 into the Automation Reserve Fund. Seconded by Ms. Schatz.

Unanimously carried.

Ms. Schatz moved to approve the transfer of \$15,000 into the Unemployment Reserve Fund. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Schatz moved to approve the transfer of \$5,835 into the Glass Replacement Reserve Fund. Seconded by Ms. Bekier.

Unanimously carried.

LEGAL

Mr. Volz reported.

Other than that discussed in Executive Session, he had nothing to report.

CORRESPONDENCE

There was no correspondence for the Board's review.

OLD BUSINESS

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

ADJOURNMENT

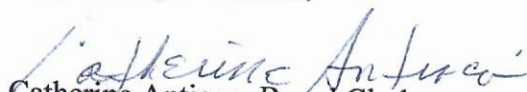
The next regularly scheduled meeting of the Board of Trustees will be held on December 10, 2020 at 7:00 p.m., the venue to be determined. If necessary, the Board will convene into Executive Session followed by public session.

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

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk