

The 843rd 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 Memorial Library on December 16, 2021.

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
Ms. Gina Burnett, Vice President
Ms. Ellice Bekier
Ms. Monique Hardial
Ms. Suzanne Schatz

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

ALSO PRESENT: Ms. Jean Simpson, Library Director
Mr. Frank Marino, Advanced Consulting Corp.
Anthony DeLuca, Esq., Board Attorney
Ms. Catherine Antioco, Board Clerk

SALUTE TO THE FLAG

Ms. Bekier moved to go into Executive Session at 7:05 p.m.
Seconded by Ms. Schatz.

Unanimously carried.

The meeting reconvened at 7:25 p.m.

PUBLIC

There were no members of the public present.

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

There were no meeting room or theater requests for the Board's attention.

APPROVAL OF THE MINUTES

Minutes of the Meeting of November 18, 2021

The Minutes were approved as presented.

FINANCE

Ms. Burnett moved to approve Payroll Warrant #2646 dated November 14, 2021 in the amount of \$59,053.17. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2647 dated November 28, 2021 in the amount of \$55,474.85. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2648 dated December 6, 2021 in the amount of \$7,265.35. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2649 dated December 16, 2021 in the amount of \$99,392.28. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to Board Appointee's Warrant #2650 dated January 1, 2022 in the amount of \$15,614.85. Seconded by Ms. Bekier

Unanimously carried.

Ms. Burnett moved to approve the Amazon Expense Report for the period October 15, 2021 through November 30, 2021 Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Credit Card Expense Report for the period October 29, 2021 through November 29, 2021.

The Trustees reviewed the Monthly Position Paper for the period November 12, 2021 through December 10, 2021.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated December 10, 2021 as well as reports from the Adult Reference Department, Young Adult Services Department and Children's Services Departments.

After discussion, in accordance with the Minimum Public Library Standards Annual Report Requirement for Public and Association Libraries,

Ms. Burnett moved to approve the 2020 EPL Annual Report to the Community and to post in on the Library's website and in print form as required by the NYS Minimum Public Library Standards for Public and Association Libraries. . Seconded by Ms. Bekier.

Unanimously carried.

Ms. Simpson reported on current marketing strategies, outreach, public computer usage.

The staff has been retrained on procedures to keep abreast of all programs and events going on in the Library. The calendars for all events will be checked by the persons responsible for their accuracy and completeness.

Discussion regarding children's programming.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

Regarding establishment of a Fund Balance Policy,

Ms. Burnett moved to approve EPL #300-16 Fund Balance Policy as submitted to the Board. Seconded by Ms. Bekier.

Unanimously carried.

Bids EPL #2022-1 Landscaping Services and Bid EPL #2022 Paper Supplies will be included in the January Board packet.

Mr. Marino is starting the process of developing the proposed 2022/23 Library with Ms. Simpson. *Budget*

The Library will be renewing its existing insurance policies for 2022. All necessary information has been forwarded to the insurance company.

LEGAL

Mr. DeLuca had nothing to report.

CORRESPONDENCE

There was no correspondence for discussion.

NEW BUSINESS

There was no new business brought to the Board's attention.

OLD BUSINESS

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

PUBLIC

There was no public participation.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be held on January 27, 2022 at the Elmont 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 9:15 p.m. Seconded by Ms. Schatz.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco
Catherine Antioco, Board Clerk