

The 859th 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 May 25, 2023.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:09 p.m.

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

ALSO PRESENT: Ms. Jean Simpson, Library Director
Mr. Frank Marino, Advanced Consulting Corp.
Tom Volz, Esq., Board Attorney
Mr. William Barrett, CPA, Board Accountant
Ms. Catherine Antioco, Library Board Clerk

PUBLIC

There were no members of the public present.

SALUTE TO THE FLAG

Ms. Pierre Johnson moved to go into Executive Session at 7:10 p.m. to discuss real estate and personnel matters. Seconded by Ms. Warburton Welch.

Unanimously carried.

The meeting reconvened at 8:45 p.m.

Agenda Items Only

No discussion.

Meeting Room or Theater Requests

There were no meeting room or theater requests requiring Board action.

APPROVAL OF THE MINUTES

Minutes of the Meeting of April 27, 2023

The Minutes were approved as presented.

FINANCE

Mr. Barrett reported.

He advised that the financial audit is coming up and the Library's finances are in excellent condition.

He reviewed the Financial Report dated March 31, 2023.

After a brief follow up, Mr. Barrett was excused.

Ms. Burnett moved to approve Bill Warrant #2736 dated May 2, 2023 in the amount of \$31,181.07. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2737 dated April 30, 2023 in the amount of \$56,451.58. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Bill Warrant #2739 dated May 25, 2023 in the amount of \$66,931.21. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Payroll Warrant #2738 dated May 14, 2023 in the amount of \$55,891.94. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Board Appointees Warrant #2740 dated June 1, 2023 in the amount of \$15,910.10. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve the Amazon Expense Report for the period April 4, 2023 to May 7, 2023. Seconded by Ms. Warburton Welch.

Unanimously carried.

Ms. Burnett moved to approve the Credit Card Expense Report for the period March 30, 2023 to April 28, 2023. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period April 18, 2023 to May 18, 2023.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated May 19, 2023. Also provided were reports from the Adult Reference Department, Young Adult Services Department and Children's Services Departments.

The situation regarding trucks being parked illegally in front of the Library has resumed. The 5th Precinct has been notified.

Ms. Simpson reported on the involvement of the IT Department throughout the Library with the goal of providing our patrons with the most up-to-date services we can provide.

The 2023 Nassau Library Tour will be from June 12 through August 12, 2023..

Planning is in the works for the Fall Festival that will be held on Saturday, October 14, 2023.

We have partnered with the schools for a celebration on May 26th geared for young children who have not yet entered the public school system.

Meetings with Department Heads of Children's and Teens focused on programming for the spring and summer months and ensuring there is more programming for specific age groups.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

He gave an update on the contract for H2M Architects and Engineers for the Roofing/Solar Energy Project.

Ms. Burnett moved to award Bid #EPL 2023-2 Printing, Sorting and Mailing of Library's Newsletters to Courier Printing Corporation, the lowest responsible bidder, in the amount of \$4,563.00 for each mailer. Seconded by Ms. Bekier.

Unanimously carried.

The new high speed copy machine approved by the Board was delivered and programmed into the network.

Plans for the Memorial day parade on May 29, 2023 are confirmed.

Regarding the lease with Plaza Theatrical, Inc.,

Ms. Burnett moved to approve a one year lease starting September 1, 2023 and ending August 31, 2024 with Plaza Theatrical, Inc. in the amount of \$26,000 annually plus other charges and items included in the current lease. The Board of Trustee gives permission to Board President to sign the new lease pending approval by the attorney. Seconded by Ms. Bekier.

Unanimously carried.

The scholarship committee has met and requests permission to award up to \$2,400 from the scholarship fund.

Ms. Hardial moved to remove up to \$2,400 from the scholarship fund. Seconded by Ms. Burnett.

Unanimously carried.

LEGAL

Other than routine matters and that reported in Executive Session, Mr. Volz had nothing to report.

CORRESPONDENCE

There was no correspondence for the Board's review.

COMMITTEE REPORTS

The Scholarship Committee report was included in Mr. Marino's comments.

NEW BUSINESS

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

OLD BUSINESS

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

PUBLIC

There were no members of the public present.

ADJOURNMENT

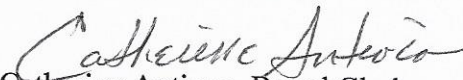
The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, June 22, 2023 at 7:00 p.m. at the Elmont Memorial Public Library. If necessary, the Board will convene into Executive Session at 7:00 p.m. followed by public session.

Ms. Hardial moved to adjourn the meeting at 8:45 p.m. Seconded by Ms. Warburton Welch.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk