

The 865th 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 November 16, 2023.

CALL TO ORDER/EXECUTIVE SESSION

The meeting was called to order by Mr. Livingstone Young, President at 7:15 p.m.

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

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

ALSO PRESENT: Ms. Jean Simpson, Library Director
Mr. Frank Marino, Business Manager
Joshua Shteierman, Esq., Board Attorney
Mr. William Barrett, CPA, Board Accountant
Ms. Catherine Antioco, Library Board Clerk

PUBLIC:
Dr. Anthony Battista

EXECUTIVE SESSION:

Ms. Bekier moved to go into Executive Session at 7:10 p.m. to discuss any pending real estate, personnel or legal matters. Seconded by Ms. Schatz.

Unanimously carried.

The meeting reconvened at 7:45 p.m.

Agenda Items Only
No discussion.

ACCOUNTANT'S REPORT

Mr. William Barrett distributed the 2022/2023 Audit and Quarterly Report dated September 30, 2023 and reviewed the contents with the Trustees.

Also reviewed and discussed was the management response to the "noted matters" stated in the 2022/2023 Library Audit Management Letter.

At this time, Mr. Barrett was excused.

Meeting Room or Theater Requests

After a brief discussion,

Ms. Warburton Welch moved to approve the meeting room request of the Race Track Chaplaincy of the America Metro New York Divisions, pending review by the attorney, proof of insurance and availability of date and time. Seconded by Ms. Bekier.

Motion carried.

APPROVAL OF THE MINUTES

Minutes of the Meeting of October 26, 2023

The Minutes were approved as presented.

FINANCE

Ms. Warburton Welch moved to approve Payroll Warrant #2767 dated October 29, 2023 in the amount of \$54,033.07. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2768 dated November 7, 2023 in the amount of \$20,513.70. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Bill Warrant #2769 dated November 16, 2023 in the amount of \$36,304.74. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve Board Appointees Warrant #2770 dated December 1, 2023 in the amount of \$15,921.80. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the Amazon Expense Report for the period October 9, 2023 to November 2, 2023. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Warburton Welch moved to approve the Credit Card Expense Report for the period October 2, 2023 to October 30, 2023. Seconded by Ms. Bekier.

Unanimously carried.

The Trustees reviewed the Monthly Position Paper for the period September 23, 2023 to November 10, 2023.

LIBRARY DIRECTOR'S REPORT

Ms. Simpson reported.

The Trustees were in possession of Ms. Simpson's report dated November 9, 2023. Also provided was the Personnel Report and reports from the Adult Reference Department, Young Adult Department and Children's Services Department.

She went over the IT Update included in her report. Discussion followed.

A letter will be sent to Assemblywoman Michaelle Solages thanking her for a grant to book an outreach program with the Long Island Children's Museum.

The staff is currently planning events and programs to be listed in the upcoming newsletter for January through April. A suggestion was made to try to rotate schedules for Children's programs.

Class visits both at the Library and the schools continue.

Database renewals are being evaluated for any changes.

Discussion regarding the early voting held at the Library this year. After discussion,

Ms. Warburton Welch moved that the Board of Trustees of the Elmont Public Library hereby discontinues the use of the Library and its facilities for early voting due to demonstrated safety concerns, effective immediately. Seconded by Ms. Pierre Johnson.

Unanimously carried.

Our library will be participating in an NLS program, at no cost to us, which will be sending non-patron households Season's Greetings Postcards.

ADVANCED CONSULTING CORPORATION

Mr. Marino reported.

He brought the trustees up to date on the solar energy/roofing project.

The 2024 Scholarship Award Guidelines have been updated. After review by the committee, they will be going to the schools in January.

Discussion regarding purchasing a new pick-up truck that is currently 17+ years old. We have money which has been set aside in the Building Maintenance Contingency Fund. Mr. Marino will be visiting NYS Contract vendor dealers to see the best value.

CORRESPONDENCE

There was no correspondence for the Board's consideration.

COMMITTEE REPORTS

The Scholarship Committee report was included in the Business Manager's report.

NEW BUSINESS

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

OLD BUSINESS

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

PUBLIC

There was no public input.

ADJOURNMENT


The next regularly scheduled meeting of the Board of Trustees will be held on Thursday, December 21st 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. Warburton Welch moved to adjourn the meeting at 9:05 p.m.
Seconded by Ms. Burnett.

Unanimously carried.

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Respectfully submitted,


Catherine Antioco, Board Clerk