

# **DRAFT - UNAPPROVED**

## **MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

### **MINUTES OF FEBRUARY 28, 2022 BOARD MEETING**

Trustee Maiorana called the meeting to order at 7:00 pm.

#### **CALL TO ORDER**

Present were Trustees Dubois and Furnari, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, and Secretary Stirber. Fred Towle and Chris Barletta attended as guests. Rick Wiedersum of H2M Architects and Victor Canseco of Sandpebble attended via video call.

#### **PRESENT**

Motion by Furnari, second by Dubois, to accept the minutes of the January 24, 2022, meeting of the Board of Trustees. Carried 3-0.

#### **APPROVAL OF MINUTES**

Motion by Furnari, second by Dubois, to accept the minutes of the February 07, 2022, special meeting of the Board of Trustees. Carried 3-0.

Motion by Dubois, second by Furnari, to approve the following Operating Fund Schedule of Claims dated February 28, 2022. Carried 3-0.

#### **SCHEDULE OF CLAIMS**

Motion by Furnari, second by Dubois, to approve the Operating Financial Report for January 2022. Carried 3-0.

#### **FINANCIAL REPORTS**

Motion by Furnari, second by Dubois, to approve the Capital Fund Financial Report for January 2022. Carried 3-0.

The Director reported that the meetings held today to update staff on the building project were well attended. Ms. Rosalia reported that Computers in Libraries Conference is coming up and she is registered to attend. The conference will be held at the end of March and will be virtual this year. Ms. Rosalia asked if any of the trustees are interested please let us know and we can provide the information. The Director reported that we are scheduling Laserfiche software training and Michael Bogin is assisting with this project. The project will enable us to electronically store all business and personnel records. She reported that Assemblyman DeStefano is now representing almost all of the William Floyd School District. He recently visited the library for a photo opportunity and designated February as Library Lovers Month. Many of our elected officials were redistricted and once the dust settles

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

## **DRAFT - UNAPPROVED**

we will arrange for a meeting. Ms. Rosalia reported that she is working with Victor and Sandpebble to develop a more specific game plan for closing the main building and starting renovation. She is looking into arranging for additional storage through the Library System and having PODS on the property. The Director then reported that all the departments are beginning to work on summer schedules and hoping to have all programs planned and in place for the upcoming months. Lastly the 2021 New York State Annual Library Report is complete and is being presented to the board to be approved tonight.

Ms. D'Amato reported that she is moving along with the budget/trustee vote. She reported that the new trustee application deadline is March 7<sup>th</sup> and new voter registration day is March 29<sup>th</sup>. She is working on getting the ballots printed in Albany and they will be ready to go soon. The information relating to the vote is correct on our website and all the information will be reported in the April Newsletter which is being delivered March 15<sup>th</sup> as well. She is coordinating all the efforts to ensure that everything will be transparent.

The Business Manager informed the board that there has been a slowdown in reported cases of COVID. Mr. Nowak then reported that the 2021 New York State Annual Report is complete and being presented at this meeting. He reported that we are working on the second Abandoned Property Report to remit funds to New York State. In addition, he is happy to report since the last meeting we have received approximately \$4,000,000 in property tax receipts from the school district. Lastly, he reported that the new van is in Rhode Island and hopefully will be here soon.

Motion by Furnari, second by Dubois, to approve the CS-150 report with the Director's recommended personnel changes. Carried 3-0.

Motion by Dubois, second by Furnari, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the Colonial Youth 'Casual Casino Night' dinner at Rock Hill Country Club on March 25, 2022, at a cost of \$75.00 per person for the dinner portion of the event, and to expend \$250.00 for a sign sponsorship. Carried 3-0.

### **ASSISTANT DIRECTOR'S REPORT**

### **BUSINESS MANAGER'S REPORT**

### **PERSONNEL CHANGES**

### **COMMUNITY EVENTS**

**DRAFT - UNAPPROVED**

Motion by Furnari, second by Dubois, to approve the following core election officials (subject to availability/substitution) for the 2022 budget vote at the remuneration rate of \$15.00 per hour:

**ELECTED  
OFFICIALS**

Registrar(s) March 30, 2022: 9 am – 9 pm

Ms. Ceil Prevette (Coordinator)

Election Inspectors April 5, 2022: 9am – 9pm

Ms. Ceil Prevette (Coordinator)

Mr. Michael Donohue (Inspector)

Martha Casaverde (Inspector)

Lina Tjondro (Inspector)

Carried 3-0.

Motion by Dubois, second by Furnari, to accept the 2021 New York State Annual Report for Public and Association Libraries as presented by Director Rosalia. Carried 3-0.

**NEW YORK  
REPORT FOR  
PUBLIC  
LIBRARIES**

Motion by Furnari, second by Dubois, to award the exterior aluminum entrance systems contract 08-8.300 to Arrow Steel Window Corp. in the total amount of \$129,000.00 which represents the base bid amount. Carried 3-0.

**AWARDING OF  
BID**

Motion by Dubois, second by Furnari, to move into Executive Session at 7:15 pm to discuss a contractual issue. Carried 3-0.

**EXECUTIVE  
SESSION**

Motion by Furnari, second by Dubois, to leave Executive Session at 7:56 pm. Carried 3-0.

Board re-entered public session after leaving Executive Session.

**DRAFT - UNAPPROVED**

Motion by Furnari, second by Dubois, to authorize the Library Director to put individual projects out to bid as advised by the Library's construction project management firm. This authorization is for projects related to the construction and renovation of the main building of the Mastics Moriches Shirley Community Library. Carried 3-0.

**BIDS FOR MAIN  
BUILDING**

Motion by Furnari, second by Dubois, to authorize the Library Director to accept the maximum allowable tax levy for the 2022-2023 fiscal year. Carried 3-0.

**TAX LEVY**

Motion by Dubois, second by Furnari, to adjourn the meeting at 8:01 pm. Carried 3-0.

**ADJOURNMENT**

Respectfully submitted by,

---

Madeline Stirber, Secretary