

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

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

Trustee Gross called the meeting to order at 7:04 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 Rick Wiedersum and Megan Fensterer of H2M Architect attended as guests.

### **PRESENT**

Motion by Dubois, second by Furnari, to accept the minutes of the February 28, 2022, meeting of the Board of Trustees. Carried 3-0.

### **APPROVAL OF MINUTES**

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

### **SCHEDULE OF CLAIMS**

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

### **FINANCIAL REPORTS**

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

The Library Director reported that the Friends of the Library had their first meeting. The three members that attended the meeting were very interested in getting the organization up and running. They are currently in the process of contacting other libraries to get information on how to move forward. There is an upcoming free online workshop offered through the Empire State Library Network: How to Run Your First Fundraising Campaign. All three members have registered. Ms. Rosalia continued with her report informing the Board that construction at Mastic Beach is moving forward and they are getting ready for sheetrock. In addition, the main building is getting ready to close and begin the renovations. The Director also reported that the digitizing project is about to begin. The scanning will take about a month and once complete the original records will be stored offsite. Personnel records will be the priority. She reported that our webpage is being updated. There will be current information about the construction project and the vote information will be front and center. Ms. Rosalia continued that

### **DIRECTOR'S REPORT**

she is in the process of speaking with elected officials about supplemental grants for the unfunded needs of the building project, such as the technical and digital areas. Fred Towle & Rick Wiedersum will present the information on grants in executive session. Class visits are continuing and recently Trustee Gross came through with her class. Staff was patient and helpful during the visit. Lastly, she reported that the department heads recently took a tour of Mastic Beach so that they can begin to visualize what will fit and what will go where. The next tour will be the Moriches Branch.

The Assistant Director reported that her time is being spent on the upcoming budget vote. The absentee ballots for the voters classified as permanently disabled or military were sent out. She reported that we will be holding a voter registration day tomorrow. In addition, the Board of Elections has approved the ballot. We should receive the official ballot Wednesday or Thursday.

**ASSISTANT  
DIRECTOR'S  
REPORT**

Business Manager Nowak gave an overview of the 2022-2023 proposed budget. After only two increases in the last seven years, the Board is proposing an increase to next fiscal year's budget of 2.4%. The community will be voting only on the increase of \$247,000. The proposed increase complies with the New York State tax cap.

**BUSINESS  
MANAGER'S  
REPORT**

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

**PERSONNEL  
CHANGES**

Motion by Dubois, second by Furnari, to approve the agreement with Mark Grossman Public Relations from April 2022 through March 2023 at a cost of \$4,000.00 per month. Carried 3-0.

**CONTRACTS/  
RENEWALS**

Motion by Dubois, second Furnari, to approve the renewal of the annual seasonal exterior landscape maintenance contract with True Nature Landscaping, Inc. at the rate of \$100.00 per weekly maintenance visit and \$100.00 per pesticide treatment application (estimated @ five applications for season) at 407 William Floyd Parkway. Carried 3-0.

Motion by Dubois, second by Furnari, to approve a full-page journal ad for the James V. Kavanaugh Knights of Columbus in the amount of \$200.00. Carried 3-0.

**COMMUNITY  
EVENTS**

Motion by Dubois, second by Furnari, to approve the Board, Director, Assistant Director, Department Heads and/or designees to attend the Chamber of Commerce of the Mastics & Shirley annual dinner on April 28, 2022, from 6:00-10:00pm at Sunset Harbour and to take a full-page journal ad in the amount of \$200.00. Carried 3-0.

Motion by Furnari, second by Dubois, to move into Executive Session at 7:36 pm to discuss a contractual issue. Carried 3-0.

**EXECUTIVE  
SESSION**

Motion by Dubois, second by Furnari, to leave Executive Session at 8:36pm. Carried 3-0.

Motion by Dubois, second by Furnari, to adjourn the meeting at 8:36 pm. Carried 3-0.

**ADJOURNMENT**

Respectfully submitted by,

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Madeline Stirber, Secretary