

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**MINUTES OF MAY 23, 2022, BOARD MEETING**

Trustee Gross called the meeting to order at 7:04 pm.

**CALL TO ORDER**

**PERIOD OF PUBLIC EXPRESSION**

Present were Trustees Gross, Dubois, and Marks, Director Rosalia, Assistant Director D'Amato, and Secretary Stirber. Fred Towle and Chris Barletta from Sandpebble attended as guests. Victor Canseco of Sandpebble and Business Manager Nowak attended via video call. Trustee Maiorana arrived at 7:17 pm.

**PRESENT**

Motion by Dubois, second by Marks, to accept the minutes of the May 20, 2022, special meeting of the Board of Trustees. Carried 4-0.

**APPROVAL OF  
MINUTES**

Motion by Marks, second by Dubois, to accept the minutes of the May 02, 2022, special meeting of the Board of Trustees. Carried 4-0.

Motion by Dubois, second by Marks, to accept the minutes of the April 25, 2022, regular meeting of the Board of Trustees. Carried 4-0.

Motion by Marks, second by Dubois, to approve the following Operating Fund Schedule of Claims dated May 23, 2022.

**SCHEDULE OF  
CLAIMS**

Motion by Dubois, second by Marks, to approve the Operating Financial Report for April 2022. Carried 4-0.

**FINANCIAL  
REPORTS**

Motion by Marks, second by Dubois, to approve the Capital Fund Financial Report for April 2022. Carried 4-0.

The Director reported that she has been preparing for and working on closing the main building and addressing practical matters such as computers and electrical issues. She reported that our marketing firm and department managers are doing an excellent job on getting the information out to the community. Thursday night the library will be holding a leaders meeting at 7:00pm and at this time no one has responded but there will be a presentation and the Board is encouraged to attend. There will be a Trustee Training on June 3<sup>rd</sup>. In addition, June 3<sup>rd</sup> will be the last day the library is open, and she is planning to make it a special one for both staff and the public. To finally see the building close is a huge accomplishment. Currently equipment is being moved to Herkimer and preparations are under way to make that space functional. The pandemic prepared us for this, and the staff is doing an exceptional job.

**DIRECTOR'S  
REPORT**

The Assistant Director reported that everyone is preparing for the move and congratulated the department heads on a job well done. The programs that they have organized are remarkable. The space at the Knights of Columbus will be used in addition to a variety of "On the Road" programs. Lastly the newsletter is prepared, the programs are outlined, and all date and time information are correct.

**ASSISTANT  
DIRECTOR'S  
REPORT**

Motion by Dubois, second by Marks, to approve the CS-150 report with the Director's recommended personnel changes. Carried 4-0.

**PERSONNEL  
CHANGES**

Motion by Dubois, second by Marks, to approve the renewal agreement with WhenToWork, Inc. at an annual cost of \$720.00. Carried 4-0.

**CONTRACTS/  
RENEWALS**

Motion by Gross, second by Marks, to authorize the disposal of obsolete/broken equipment as outlined by Stephen Burg and presented by Director Rosalia. Carried 4-0.

**DISPOSAL OF  
OBSOLETE /  
BROKEN  
EQUIPMENT**

Main Library:

**AWARDING OF  
BIDS AND/OR NYS  
CONTRACTS**

1. Selective Demolition & Abatement

Motion by Dubois, second by Gross, to award contract 02-2.050 Demolition to Unitech Services Group, Inc. for the Main Library

renovation project in the amount of \$1,136,000.00, contingent upon the receipt of the demolition permit from the NY State Education Department and reserving the right to accept any additional alternates at a later date. Carried 4-0.

2. Temporary Power

Motion by Marks, second by Dubois, to award contract 01-1.033 Temporary Power to J.P. Daly & Sons, Inc. for the Main Library renovation project in the amount of \$33,000.00, contingent upon the receipt of the demolition permit from the NY State Education Department and reserving the right to accept any additional alternates at a later date. Carried 4-0.

3. Temporary Fencing

Motion by Gross, second by Marks, to award contract 01-1.040 Temporary Fencing to National Construction Rentals. for the Main Library renovation project in the amount of \$15,352.19 contingent upon the receipt of the demolition permit from the NY State Education Department and reserving the right to accept any additional alternates at a later date. Carried 4-0.

Mastic Beach Annex:

4. Turf Supply & Install

Motion by Marks, second by Dubois, to award contract 02-2.980 Synthetic Turf Supply & Install to The Landtek Group for the Mastic Beach Annex project in the amount of \$34,985.00 and reserving the right to accept any additional alternates at a later date. Carried 4-0.

5. Stair Hand Railings

Motion by Gross, second by Dubois, to award contract 05-5.200 Stair Hand Railings to Torino Industrial Fabrication for the Mastic Beach

Annex project in the amount of \$17,110.00 and reserving the right to accept any additional alternates at a later date. Carried 4-0.

#### 6. Handicap Ramp Hand Railings

Motion by Gross, second by Marks, to award contract 05-5.205 Handicap Ramp Hand Railings to Torino Industrial Fabrication for the Mastic Beach Annex project in the amount of \$30,130.00 and reserving the right to accept any additional alternates at a later date. Carried 4-0.

#### 7. Cabinets, Millwork & Tops

Motion by Marks, second by Dubois, to award contract 50-6.700 Out of Scope Cabinets, Millwork & Tops off state contract #PC68281 to W.B. Mason for the Mastic Beach Annex project in the total amount of \$35,645.52 (Circulation Desktop: \$8,546.40 + Staff Lounge & Children's Program Room: \$27,099.12) and reserving the right to accept any additional alternates at a later date. Carried 4-0.

#### Moriches Annex

#### 8. Flooring

Motion by Gross, second by Dubois, to award contract 09-9.300 Finished Flooring to Milburn Flooring Mills for the Moriches Annex project in the amount no to exceed \$61,495.00 and reserving the right to accept any additional alternates at a later date. Carried 4-0.

#### Glass Removable Walls (Mastic Beach and Moriches)

#### 9. Moriches

Motion by Gross, second by Dubois to approve the purchase and installation of glass removable walls (meeting room space) for the Moriches Annex in the amount of \$134,400. Carried 4-0.

#### 10. Mastic Beach

Motion by Dubois, second by Gross to approve the purchase and installation of glass removable walls (meeting room space) for the Mastic Beach Annex in the amount of \$132,000. Carried 4-0.

Motion by Gross, second by Dubois, to move into Executive Session at 7:33 pm to discuss a contractual issue. Carried 4-0. **EXECUTIVE SESSION**

Motion by Gross, second by Marks, to leave Executive Session at 9:30 pm. Carried 4-0.

Motion by Dubois, second by Gross, to adjourn the meeting at 9:30 pm. **ADJOURNMENT**  
Carried 4-0.

Respectfully submitted by,

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Madeline Stirber, Secretary