

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF AUGUST 22, 2022, BOARD MEETING

Trustee Maiorana called the meeting to order at 7:12 pm.

CALL TO ORDER

PERIOD OF PUBLIC EXPRESSION

Present were Trustees Maiorana, Gross, Dubois, and Furnari, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, and Secretary Stirber. Chris Barletta from Sandpebble and Rick Wiedersum of H2M Architects attended as guests.

PRESENT

Motion by Dubois, second by Furnari, to accept the minutes of the July 12, 2022 special meeting of the Board of Trustees. Carried 4-0.

**APPROVAL OF
MINUTES**

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

Motion by Furnari, second by Dubois, to accept the minutes of the July 25, 2022 organizational meeting of the Board of Trustees. Carried 4-0.

Motion by Dubois, second by Furnari, to approve the following Operating Fund Schedule of Claims dated August 22, 2022. Carried 4-0.

**SCHEDULE OF
CLAIMS**

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

**FINANCIAL
REPORTS**

Motion by Furnari, second by Gross, to approve the Capital Fund Financial Report for July 2022. Carried 4-0.

The Director reported that the custodial staff and Steve Burg did an awesome job moving out of 407 and into the Pods and the branches. The staff exceeded our expectations removing boxes but also shelves and furniture. Ms. Rosalia expressed that she is extremely proud of the staff. She continued to report that the Newsletter is full of running programs both at Herkimer and out in the community. For the most part, all library programs are now in-person. She continued to report that the phone system is up and running and Dave Belmonte did an excellent job

**DIRECTOR'S
REPORT**

installing and training staff. The Director reported that the main building has been demolished and it is exciting to see the project in full swing. Construction will begin soon. Mastic Beach is waiting on final internet and air conditioning systems. Bids for the work at the Moriches Branch is 99% complete. Work to obtain a \$750,000 grant has begun and with a mid-September deadline. In addition, work for the septic system grant is being worked on for both branches. The Director reported she met with Mark Grossman about opening day events for the Mastic Beach Branch. There will be about 20 minutes of talking by guest speakers and the board should start to think about who they would like to attend and speak. Architects, elected officials, politicians.

Ms. D'Amato reported that National Night Out was successful. She reported that this year there were about forty-two community organizations that participated, and the William Floyd School District was extremely helpful with the event/field area. The police department had even more personnel at the area the entire evening, and everyone was pleased with the results. The Assistant Director reported that they are moving forward on the grand opening of the Mastic Beach Branch, and she is working with Mark Grossman on the event which will include invited politicians and speakers. Ms. D'Amato reported that she is working on the budget vote calendar and working to raise public awareness about the vote through events like library card sign-ups. The first event where we will be present will be Meet the Teacher Nights. The Assistant Director reported she is hoping to have a full calendar outlining the events at the next meeting.

ASSISTANT DIRECTOR'S REPORT

The Business Manager reported that the Worker's Compensation Audit is now complete, and we should be receiving a refund of about \$15,000. The refund is a result of the downsizing of the employee population and payroll reduction. He then reported that the field work portion of the financial audit is complete. The auditors were able to work for the week in the Mastic Beach Branch. Mr. Nowak then reported that we are participating in a new child support reporting system for New York State. It requires us to report anyone we do business with, and we recently received our first notice where a programmer we used lost 100% of his fee. Mr. Nowak reported that there recently was a meeting with Sandpebble and SCLS concerning the connection of the internet to the Mastic Beach Branch. Crown Castle our internet provider needs to gain access (through Verizon) from William Floyd Parkway to the building on Neighborhood Road. Lastly, Mr. Nowak reported that we

BUSINESS MANAGER'S REPORT

no longer need to worry about using the AMEX to fuel the vans. We are using a state sponsored gas credit card program where custodians can use their specific pin number and can go to any participating gas station.

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

**PERSONNEL
CHANGES**

Motion by Furnari, second by Dubois, to approve the attendance of the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the New York Library Association Annual Conference & Trade Show, to be held November 2nd—November 5, 2022, in Saratoga Springs, NY at a cost not to exceed \$1,500.00 per person. Carried 4-0.

**CONTINUING
EDUCATION**

1. Landscaping Bids for Moriches Branch

**AWARDING OF
BIDS**

Motion by Gross, second by Dubois, to award the landscaping contract 02-2.950 to JM Nassau Suffolk Landscape Co., Inc. in the total amount of \$93,800.00 which includes the base bid amount plus alternate number 2. The library reserves the right to accept remaining alternates as needed. Carried 4-0.

2. Carting Bids for Main Library

Motion by Gross, second by Furnari, to award the carting purchase order to Winters Brothers Waste Systems for a do not exceed amount of \$123,840.00. Carried 4-0.

Ad Hoc Motion

**SIGNAGE FOR
MASTIC BEACH
BRANCH**

Motion by Furnari, second by Dubois, to award the signage contract for the Mastic Beach Branch to East End Sign Design at a total cost of \$27,475.00. Carried 3-0. 1 Abstain.

Motion by Furnari, second by Dubois, to adjourn the meeting at 7:54 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary