

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF SEPTEMBER 26, 2022, BOARD MEETING

Trustee Maiorana called the meeting to order at 7:03 pm.

CALL TO ORDER

PERIOD OF PUBLIC EXPRESSION

Present were Trustees Maiorana, Gross, Dubois, Marks and Furnari, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, and Secretary Stirber. Mark Grossman attended as a guest.

PRESENT

Motion by Dubois, second by Marks, to accept the minutes of the August 22, 2022 meeting of the Board of Trustees. Carried 5-0.

**APPROVAL OF
MINUTES**

Motion by Gross, second by Marks, to accept the minutes of the September 12, 2022 special meeting of the Board of Trustees. Carried 5-0.

Motion by Marks, second by Dubois, to approve the following Operating Fund Schedule of Claims dated September 26, 2022. Carried 5-0.

**SCHEDULE OF
CLAIMS**

Motion by Dubois, second by Marks, to approve the Operating Financial Report for August 2022. Carried 5-0.

**FINANCIAL
REPORTS**

Motion by Gross, second by Furnari, to approve the Capital Fund Financial Report for August 2022. Carried 5-0.

PROCLAMATION (Zariel Macchia)

PROCLAMATION

This was postponed until the next regular meeting.

The Director began her report by acknowledging the success of the Literacy Run held September 10th. Ms. Rosalia thanked Lindsay Davis and the Literacy Department for all of their hard work and dedication. The weather cooperated and there were over four hundred people who registered. The race is now becoming one of the longest continuous races for the running community and it is a great event that showcases our local area (Smith Point). The Director then reported on the building project. Mastic Beach is close to being ready. The paving and landscape were completed this week. In addition, the furniture and books have been moved in and it is beginning to look like a library. The Director invited the Board to take a tour anytime. They can contact her, and she will arrange a tour. The department heads took a tour of the Moriches Branch to see the progress being made there. We are waiting for electrical panels and fire alarm systems. She reported that the electrical panels are a necessity in order to obtain the C/O. The Director then discussed with the trustees that both buildings will be opening around the same time and decisions will need to be made regarding what services will be available at the branches and at Herkimer. Ms. Rosalia discussed that we will need to provide about three weeks' notice to elected officials once we have an opening event planned. The Director then reported that Michael Bogin and Chris Nowak are working on grant applications and building permit issues. The grant applications will go to SCLS first and then to the State. Based on the decisions we have been developing recommendations on what to get done. The Director reported that hiring staff has become difficult and once the buildings open we need to attract more applicants. She reported that she is working very closely with the department heads to figure out what we will need to run three buildings. They are continuing to work on specific job postings, job titles and responsibilities for the staff.

DIRECTOR'S REPORT

The Assistant Director reported that there is currently a tight job market. She reported that there is a problem hiring part time librarians and security guards as well. There is difficulty finding applicants across the board. Ms. D'Amato reported that she is working on outlines for programming at each of the specific branches. The programs will be specific to the demographics of the particular area.

ASSISTANT DIRECTOR'S REPORT

The Business Manager reported that he is working on the New York State Construction Grant. Mr. Nowak reported that we received \$450,000 last year but no money (award?) has been received yet this year. He reported that the internet connection is active at the Mastic Beach Branch. Crown Castle was able to get the connection from William Floyd Parkway to Neighborhood Road. This is a vital piece of the puzzle. There is an agreement between SCLS and Crown Castle to pay for this service for about a year. Appliances and staff lockers were delivered last week to Mastic Beach. The bids for fire sprinkler system and fireproofing at 407 will be discussed later this evening. Lastly, Mr. Nowak reported that he has been working with the lawyers and the Union on a Memorandum of Agreement concerning one specific employee.

BUSINESS MANAGER'S REPORT

Motion by Gross, second by Furnari, to approve the CS-150 report with the Director's recommended personnel changes. Carried 5-0.

PERSONNEL CHANGES

Motion by Gross, second by Dubois, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the William Floyd Alumni Association Annual Outstanding Educators Award dinner at Rock Hill Country Club on October 13, 2022 at a cost of \$60.00 per person and to expend \$140.00 for a journal advertisement. Carried 5-0.

COMMUNITY EVENT

1. Fire Sprinkler

Motion by Furnari, second by Marks, to table the awarding of the fire sprinkler contract 15-15.300 to Hartcorn Plumbing & Heating, Inc. in the total amount of \$398,000.00. Carried 5-0.

AWARDING OF BIDS

2. Applied Fireproofing

Motion by Marks, second by Furnari, to table the awarding of the applied fireproofing contract 07-7.810 to Island Diversified, Inc. at an amount not to exceed \$859,807.00, and reserving the right to accept any additional alternates at a later date. Carried 5-0.

1. Pressreader

CONTRACTS

Motion by Gross, second by Dubois, to approve our contract with Pressreader to provide their online service for access to digital magazines and newspapers at an annual cost of \$8,090.00. Carried 5-0.

2. Hartcorn Plumbing & Heating, Inc.

Motion by Dubois, second by Marks, to approve the agreement with Hartcorn Plumbing & Heating to provide inspection services of sanitary and storm lines at the Main Library at an amount not to exceed \$5,900.00. Carried 5-0.

3. Unitech Services Group, Inc.

Motion by Dubois, second by Gross, to approve the change order with Unitech Services Group to provide additional steel removal at the main Library at an amount not to exceed \$150,000.00. Carried 5-0.

Motion by Gross, second by Furnari, to move into Executive Session at 7:40 pm to discuss a matter related to one particular employee.

EXECUTIVE SESSION

Motion by Furnari, second by Dubois, to leave Executive Session at 10:34 pm.

1. Fire Sprinkler

AWARDING OF BIDS

Motion by Gross, second by Dubois, to award the fire sprinkler contract 15-15.300 to Hartcorn Plumbing & Heating, Inc. in the total amount of \$398,000.00. Carried 5-0.

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Motion by Furnari, second by Dubois, to award the applied fireproofing contract 07-7.810 to Island Diversified, Inc. at an amount not to exceed \$859,807.00, and reserving the right to accept any additional alternates at a later date. Carried 5-0.

Motion by Gross, second by Dubois, to authorize the Director to execute the Memorandum of Agreement with the CSEA to rehire one particular employee. Carried 5-0.

**MEMORANDUM
OF AGREEMENT**

Motion by Furnari, second by Dubois, to adjourn the meeting at 10:35 pm.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber
Secretary