

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**MINUTES OF DECEMBER 19, 2022 BOARD MEETING**  
**MASTIC RECREATION CENTER**

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

**CALL TO ORDER**

**PERIOD OF PUBLIC EXPRESSION**

Present were Trustees Maiorana, Dubois, Marks and Furnari, Director Rosalia, Assistant Director D'Amato, and Secretary Stirber. Victor Canseco from Sandpebble and Rick Wiedersum of H2M Architects attended via video conference. Mark Grossman attended as a guest.

**PRESENT**

Motion by Dubois, second by Marks, to accept the minutes of the November 28, 2022 meeting of the Board of Trustees. Carried 4-0.

**APPROVAL OF  
MINUTES**

Motion by Furnari, second by Dubois, to approve the following Operating Fund Schedule of Claims dated December 19, 2022. Carried 4-0.

**SCHEDULE OF  
CLAIMS**

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

**FINANCIAL  
REPORTS**

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

Ms. Rosalia began her report informing the board that included in tonight's meeting package is the SCLS Budget. She reported that the overall SCLS 2023 Budget is projected to increase but explained that every library does not pay the same percentage. The good news is that our proposed annual contribution will be \$85,263 (-4.57%). She strongly recommends that the board vote to approve the proposed SCLS budget. She explained that SCLS has been working with us by housing our collections there (no storage fees) and allowing staff to work there. The Director then reported Newsday ran an update on the status of the building project. She was extremely disappointed to see that no good news was mentioned in the article. They did not report on the Mastic

**DIRECTOR'S  
REPORT**

Beach branch opening next month, or the planned Moriches branch opening in February. The reporter offered to cover the grand opening next month. In addition, this month the Director spent time answering concerns voiced on social media platforms and to put out factual material about the building project. Next, Ms. Rosalia informed the board that the Fire Marshall is scheduled to complete his final inspection at Mastic Beach in the next week or so. Once that is complete staff will finish setting up the building and the collections. The doors have arrived and are being installed by the end of the week. We will train employees on the new alarm systems, phone system, camera system, and troubleshoot the network. The grand opening and ribbon cutting will be held on Saturday January 14, 2023, at 10:00AM. The Director reported that she has asked H2M to work on a fencing plan for 366 Neighborhood Road that will make the lot more appealing. As far as the Moriches branch we are waiting for paving remediation plans and working to move the PODS closer to the building so our custodians can help us move the shelving and furniture into the branch. Lastly, she reported that she spoke with the school district about what will be needed to open the Moriches branch. They have their board meeting this week and will get back to us if anything additional is required.

The Assistant Director reported that she has been working with department heads on job postings and new hire interviews. In addition, she has been working with department heads on making sure that there is enough staffing for all branches and Herkimer. Ms. D'Amato attended the Annual Christmas Parade and was pleased to see the community out supporting the parade and also the library. She has also been working on the information in the Newsletter and will be including an update on the building project. The Friends of the Arts group has been reopened and they are planning to host events beginning in the spring. They are working on planning a spring and summer concert series and the group is excited to have new spaces for events, including Herkimer and the Moriches meeting rooms. Through online advertisement they are hoping to recruit new steering committee members as well as volunteers.

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

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

#### **PERSONNEL CHANGES**

Motion by Furnari, second by Marks, to award contract #10-10.350 to supply and install Library signage at the Moriches Branch to East End Sign Design for the total amount of \$19,675.00. Carried 4-0.

**AWARDING OF  
BIDS**

Motion by Dubois, second by Marks, to approve the amended prepayment of invoices policy of the Mastics-Moriches-Shirley Community Library as presented. Carried 4-0.

**POLICY**

1. SOLUS UK Ltd. (Boopsie)

**CONTRACTS /  
RENEWALS**

Motion by Dubois, second by Furnari, to approve the subscription renewal with Solus UK Ltd. at an annual cost of \$5,176.40. Carried 4-0.

2. Heidrich Landscaping, Inc.

Motion by Dubois, second by Marks, to approve the agreement with Heidrich Landscaping to provide snow removal services at the library branches for the 2022/2023 season at an approximate cost of \$4,200.00 per visit. Carried 4-0.

3. DJI Construction Corp.

Motion by Dubois, second by Furnari, to approve the agreement with DJI Construction Corp. to provide snow removal services at the main Library for the 2022/2023 season at an approximate cost of \$1,075.00 per visit. Carried 4-0.

Motion by Dubois, second by Furnari, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the Colonial Youth 50 Year Anniversary celebration honoring Nancy Marks. This year's event will be held at Sunset Harbour on January 27, 2023 and will cost \$100.00 per person, and to expend \$200.00 for a journal advertisement. Carried 3-0. 1 Abstain.

**COMMUNITY  
EVENT**

Motion by Furnari, second by Marks, to approve the proposed SCLS 2023 annual budget, of which \$85,263.00 will be paid for contracted services by the Mastics-Moriches-Shirley Community Library. Carried 4-0.

**SUFFOLK  
COOPERATIVE  
LIBRARY  
SYSTEM (SCLS)  
2023 BUDGET  
BALLOT**

Motion by Dubois, second by Marks, to move into Executive Session at 7:40 pm to discuss a matter related to one particular employee. Carried 4-0.

**EXECUTIVE  
SESSION**

Motion by Furnari, second by Dubois, to leave Executive Session at 9:30 pm. Carried 5-0.

Motion by Marks, second by Dubois, to adjourn the meeting at 9:30 pm. Carried 5-0.

**ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary