

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
(MASTIC RECREATION CENTER)**

MINUTES OF JANUARY 23, 2023 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:01 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. Rick Wiedersum of H2M Architects, Chris Barletta from Sandpebble and Mark Grossman attended as guests. Victor Canseco from Sandpebble attended via video conference.

PRESENT

Motion by Dubois, second by Gross, to accept the minutes of the December 19, 2022 meeting of the Board of Trustees. Carried 4-0.

**APPROVAL OF
MINUTES**

Motion by Gross, second by Dubois, to approve the following Operating Fund Schedule of Claims dated January 23, 2023. Carried 4-0.

**SCHEDULE OF
CLAIMS**

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

**FINANCIAL
REPORTS**

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

In addition to her written report, the Director reported that the grand opening of the Mastic Beach Branch was a success. More than one thousand people walked through the doors. Community members that couldn’t get to the library before are now walking to the library and accessing books, videos, and computers. Ms. Rosalia reported that she expects the Moriches Branch to open in about one month. We passed the Fire Marshall inspection and work continues on finalizing the land division. We are moving furniture into the building later this week. She

**DIRECTOR’S
REPORT**

informed the board that we will start to plan our grand opening and ribbon-cutting event at this branch as soon as we have an exact date.

The Assistant Director reported that she was pleased with the turnout at the grand opening. Many members of our local civic groups attended as well as community members. The library staff worked hard to prepare for the event and with the Moriches Branch getting closer to opening we will repeat the process very shortly. Finally, Ms. D'Amato reported that she is working on the calendar for the budget and trustee vote for this year.

**ASSISTANT
DIRECTOR'S
REPORT**

The Business Manager reported that year-end tax information for 2022 is in the process of being delivered. The W-2's were mailed to employees and in addition staff can also access them digitally through Paychex. In addition, the 1099 Statements were prepared and sent to the independent contractors we use throughout the year. Lastly, the 1095 Statements relating to health insurance coverage are being delivered to full-time staff. Mr. Nowak then reported that the Knox Boxes have been ordered for Mastic Beach and Moriches and possibly Mastic Beach was installed today. He informed the board that the fire department has a key in the event of an alarm or fire.

**BUSINESS
MANAGER**

Motion by Gross, second by Dubois, 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 Director, Assistant Director, Department Heads and/or designated staff to attend Library Advocacy Day in Albany on February 28, 2023. Carried 4-0.

**CONTINUING
EDUCATION**

Main Library

**AWARDING OF
BIDS**

1. Elevator

Motion by Gross, second by Furnari, to award Contract 14-2-400 (Elevator) to Schindler Elevator Corp. at the Main Library Project for the total amount of \$274,900.00 (Base bid), with the option to accept additional alternates at a later date. Carried 4-0.

2. Plumbing

Motion by Dubois, second by Furnari, to award Contract 22-0-100 (Plumbing) to Hartcorn Plumbing & Heating Inc. at the Main Library Project for the total amount of \$578,000.00 (Base bid), with the option to accept additional alternates at a later date. Carried 4-0.

3. Electrical

Motion by Dubois, second by Furnari, to accept JVR Electric's bid withdrawal for contract 26-0-100. Carried 4-0.

Motion by Gross, second by Dubois, to award Contract 26-0-100 (Electrical) to JP Daly & Sons, Inc. at the Main Library Project for the total amount of \$2,631,000 (Base bid - \$2,617,000 less Alternate Deduct #3.7: \$ 20,000, less alternate deduct #3.8: \$42,000, plus alternate add #3.9: \$14,000, plus alternate add #18.3: \$150,000, less negotiated deduct of \$88,000), with the option to accept additional alternates at a later date. Carried 4-0.

Motion by Furnari, second by Dubois, to move into Executive Session at 7:18 pm to discuss a contractual matter. Carried 4-0.

**EXECUTIVE
SESSION**

Motion by Furnari, second by Dubois, to leave Executive Session at 9:04 pm. Carried 4-0.

Motion by Furnari, second by Dubois, to adjourn the meeting at 9:05 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary