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

MINUTES OF MARCH 27, 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, Marks 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 teleconference.

PRESENT

Motion by Gross, second by Dubois, to accept the minutes of the February 27, 2023 meeting of the Board of Trustees. Carried 5-0.

**APPROVAL OF
MINUTES**

Motion by Dubois, second by Marks, to accept the minutes of the March 9, 2023 special meeting of the Board of Trustees. Carried 5-0.

Motion by Marks, second by Gross, to approve the following Operating Fund Schedule of Claims dated March 27, 2023. Carried 5-0.

**SCHEDULE OF
CLAIMS**

Motion by Gross, second by Marks, to approve the Operating Financial Report for February 2023. Carried 5-0.

FINANCIAL REPORTS

Motion by Dubois, second by Marks, to approve the Capital Fund Financial Report for February 2023. Carried 5-0.

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The Director reported that staff at the Mastic Beach Branch have issued another 250 library cards and patrons are enjoying the new location. She reported to the Trustees, that she has predominantly been working on the budget vote and coordinating with Mark Grossman on public relation (PR) matters. Ms. Rosalia reported that a reminder postcard was mailed today and the Newsletter has already been mailed to the community. She informed the Board that ads have been taken out in the South Shore Press and staff are all working on getting the budget and trustee information out to community groups. Department heads have attended community meetings and they have been speaking with the PTO's. In addition, with regard to the opening of the Moriches Branch the Director reported that she has been working on a legal agreement relating to trees to be planted on the property. In the board packet tonight is an agreement with the WFSD where we agree to plant trees by a certain date (once the weather is appropriate) so that we can move forward with the opening. H2M is working on a scale drawing with the trees so that we can get moving on this. She asked the Board to take a look at their schedules and find a Saturday that everyone is free. She wants to get started on planning and sending out invitations. She is hoping to leave the meeting tonight with a set date to open.

DIRECTOR'S REPORT

The Assistant Director informed the Board that she has been working with the Director and Mark Grossman on the upcoming budget vote and trustee election. Ms. D'Amato reported that the absentee ballots are out. Ms. D'Amato also reported that tomorrow we will have voter registration all day at the library. She informed the Board that she will be attending training with Bold Systems on using computer tablets not the registration books as we have had in the past. She is hopeful this will be new and modern. She continued with her report informing the Board that banners and signs have gone up, reminder postcards were mailed today and any means of communication available has been used to get the budget vote information out to the community.

ASSISTANT DIRECTOR'S REPORT

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Business Manager Nowak gave an overview of the 2023-2024 proposed budget. He informed the Board that the community will be voting on the increase of 1.4% which is equal to \$148,999. This is only the second time in the last seven years that the Board is proposing an increase to the budget. The proposed increase is below the New York State tax cap. He informed the Board that the budget includes contractual increases with CSEA and staff-related benefits such as health insurance. Community programming and Literacy are receiving increased resources so programming can return in full to both branches. The Business Manager reminded the community that they are only voting on one trustee seat and on the \$148,999 increase not the \$778,876 which represents previously approved bond payments. Lastly, Mr. Nowak informed the Board that we recently received approximately \$738,000 in tax levy proceeds amounting to over 50% received year to date.

BUSINESS MANAGER

(Joe Furnari left meeting at 7:22pm)

Motion by Marks, second by Dubois, to approve the contract with Nassau/Suffolk Landscaping for the installation of privacy trees along the south property line at the Moriches Branch and related irrigation work at a total cost of \$22,325. Carried 4-0.

**AGREEMENT
MORICHES BRANCH
(PRIVACY TREES)**

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 Gross, second by Dubois, to approve the agreement with Mark Grossman Public Relations from April 2023 through March 2024 at a cost of \$4,000.00 per month. Carried 4-0.

**CONTRACTS/
RENEWALS**

Motion by Gross, second by Marks, to approve the annual seasonal exterior landscape maintenance contract with True Nature Landscaping, Inc. at the rate of \$100.00 per weekly maintenance visit and \$100.00 per pesticide treatment application (estimated @ 5 applications for season) at the Mastic Beach Library Branch. Carried 4-0.

Motion by Dubois, second by Marks, to approve the Demco Software proposal at an annual cost of \$5,054.08. Carried 4-0.

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Motion by Dubois, second by Gross, to approve the Board, Director, Assistant Director, Department Heads and/or designees to attend the Colonial Youth & Family Services Casino Night dinner on May 05, 2023 from 7:00-11:00pm at Rock Hill Country Club at a cost of \$85.00 per person. Carried 3-Yes, 1 abstaining.

**COMMUNITY
EVENTS**

No motion needed.

**2023-2024 PROPOSED
OPERATING BUDGET**

Motion by Gross, second by Marks, to authorize the Board of Trustees, Director, Assistant Directors, Department Heads and/or designated staff to attend the Long Island Library Conference on May 11, 2023 at the Melville Marriott. Cost of attendance shall not exceed \$75.00 per person (exclusive of mileage). Carried 4-0.

**CONTINUING
EDUCATION**

Motion by Dubois, second by Gross, to approve the following core election officials (subject to availability/substitution) for the 2023 trustee election and budget vote at the remuneration rate of \$15.00 per hour.

**ELECTION
OFFICIALS**

Registrar March 28, 2023 9 am – 9 pm

Ms. Ceil Prevete (Coordinator)

Election Inspectors April 4, 2023 9 am – 9 pm

Ms. Ceil Prevete (Coordinator)

Mr. Michael Donohue (Inspector)

Carmen Murphy (Inspector)

Keshia Mabery (Inspector)

Lina Tjondro (Inspector)

Carried 4-0.

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Motion by Gross, second by Marks, to authorize the Board President to execute the temporary prepossession agreement with the William Floyd School District for the purpose of publicly opening the Moriches Library Branch prior to the fulfillment of all stipulated obligations. Carried 4-0.

**TEMPORARY
PREPOSSESSION
AGREEMENT**

Motion by Dubois, second by Marks, to move into Executive Session at 7:35 pm to discuss a contractual matter. Carried 4-0.

EXECUTIVE SESSION

Motion by Gross, second by Marks, to leave Executive Session at 8:45 pm. Carried 4-0.

Motion by Dubois, second by Gross, to adjourn the meeting at 8:45 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary