

**DRAFT**

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

**MINUTES OF APRIL 24, 2023 BOARD MEETING**

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

**CALL TO ORDER**

**PERIOD OF PUBLIC EXPRESSION**

Present were Trustees Maiorana, Gross, Dubois, Marks and Furnari, Director Rosalia, Business Manager Nowak and Secretary Stirber. Chris Barletta from Sandpebble and Mark Grossman attended as guests. Rick Wiedersum of H2M Architects and Victor Canseco from Sandpebble attended via teleconference.

**PRESENT**

Motion by Marks, second by Furnari, to accept the minutes of the March 27, 2023 meeting of the Board of Trustees. Carried 5-0.

**APPROVAL OF  
MINUTES**

Motion by Gross, second by Marks, to accept the minutes of the April 10, 2023 special meeting of the Board of Trustees. Carried 5-0.

Motion by Dubois, second by Marks, to approve the following Operating Fund Schedule of Claims dated April 24, 2023. Carried 5-0.

**SCHEDULE OF  
CLAIMS**

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

**FINANCIAL REPORTS**

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

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## DIRECTOR'S REPORT

Ms. Rosalia reported that earlier this month the Moriches Branch opened and although attendance that afternoon was lower than the Mastic Beach Branch opening she expects that once programming is fully scheduled it will be busier. She informed the Board that we weren't able to fully schedule programming for that first week because of the last-minute work being completed on the premises and the uncertainty of what would be accessible. The Director acknowledged all the staff that worked diligently that last week prior to opening to ensure that the departments were prepared and organized and that as many items as possible were available for circulation. About six hundred people visited the Moriches Branch that first afternoon. Ms. Rosalia reported that we are working on reporting all attendance and circulation statistics by specific branch so that we will know we are succeeding and where we need to improve. She informed the Board that Children's and Parents' Services Department was the big winner for March with over 1,000 attendees. Ms. Rosalia reported (with updated information from Chris Barletta) that the glass walls should be installed in both branches in 3-4 weeks. The Director continued with her report informing the Board we are adjusting to having three locations and we are still going forward with hiring staff to ensure they all operate fully. The Herkimer Center is currently operating as the Technology Lab and patrons are using the computers there the most with 767 for the month of March and 692 at Mastic Beach. Ms. Rosalia reported that she is working on promoting Moriches more in the community. She is attending civic meetings frequently to get information out to the community. She noted that we are competing for patrons in the Moriches area and she has heard people enjoy stopping in for Hampton Coffee which is available at the Center Moriches Library. Lastly, she informed the Board the Rotary Club would be holding their Pancake Breakfast at Applebee's on May 6<sup>th</sup> from 8:00 am – 10:00 am and she has tickets for anyone who is interested.

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The Business Manager reported that earlier in the month we had a successful budget vote and as the Director had mentioned, we also had the grand opening of the Moriches Branch. Mr. Nowak took a moment to publicly thank Kathi Bertos for all of her work on the budget and trustee vote. She had a great deal to do with both the procedural work in the weeks before the vote and the technical work that day to make sure that everything went well. Mr. Nowak reported that we completed the annual requirements for the Affordable Care Act and the 1094's and 1095's have been filed. Mr. Nowak informed the Board that the time clock has been installed at the Moriches Branch. In addition, he reported that he has been communicating with the digitization team in upstate New York on the classification of our documents. Next, he informed the Board even though we are still waiting for a signed copy of the prepossession agreement from the William Floyd School District, a purchase order has been issued to the vendor and the planting of the trees at the Moriches branch started today. For the health of the trees they will be planted zig-zag and an irrigation drip-line will be installed. Lastly, he reported that we have set up an account with a local bait and tackle shop across from 407. This will benefit the summer fishing program and we are pleased to be able to partner with a local business for Library programming.

## **BUSINESS MANAGER**

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

## **PERSONNEL CHANGES**

Motion by Gross, second by Furnari, to approve the renewal of the agreement with LinkedIn Learning at a cost of \$11,156.25 for a one-year subscription. Carried 5-0.

## **CONTRACTS/ RENEWALS**

Motion by Dubois, second by Furnari, to authorize the Board, Director, Assistant Director, Department Heads and/or designated staff to attend this year's dinner honoring Beth Wahl at the Sunset Harbour on May 25, 2023 at a cost of \$95.00 per ticket and to place a journal ad at a cost of \$300.00. Carried 5-0

## **COMMUNITY EVENT**

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Motion by Dubois, second by Marks, to move into Executive Session at 7:23 pm to discuss a contractual matter. Carried 5-0. **EXECUTIVE SESSION**

Motion by Furnari, second by Dubois, to leave Executive Session at 7:49 pm. Carried 5-0.

Motion by Gross, second by Dubois, to adjourn the meeting at 7:49 pm. Carried 5-0. **ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary