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

MINUTES OF MAY 22, 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. Chris Barletta from Sandpebble, Rick Wiedersum of H2M Architects and Mark Grossman attended as guests.

PRESENT

Motion by Furnari, second by Marks, to accept the minutes of the May 8, 2023 special meeting of the Board of Trustees. Carried 5-0.

**APPROVAL OF
MINUTES**

Motion by Dubois, second by Furnari, to accept the minutes of the April 24, 2023 regular meeting of the Board of Trustees. Carried 5-0.

Motion by Gross, second by Dubois, to approve the following Operating Fund Schedule of Claims dated May 22, 2023. Carried 5-0.

**SCHEDULE OF
CLAIMS**

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

FINANCIAL REPORTS

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

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The Director reported that the final building details are being completed at the branches. Sign Design is finalizing the signage at both branches. In addition, the track for the movable walls was being installed today at the Moriches Branch. The track will be installed at Mastic Beach while the building is closed because of the noise associated with the installation. Ms. Rosalia continued with her report and informed the Board that New York State has finalized the budget and we are working with our local representatives on discretionary funding for added items related to the building project. Currently Sandpebble is working on putting together a list of items that can be added or need to be worked on. In addition, she reported that Rick Wiedersum from H2M is here and he is currently looking at the property across from the Mastic Beach Branch to see if we can remove the neglected and damaged fence. He is not sure yet because of zoning regulations. The Director reported that the digitization project is continuing and staff will be attending training the second week in June. Ms. Rosalia reported that she is working with Dan Costa on finalizing the process so that we can report statistics properly. The statistics available for the last two weeks of the Moriches Branch show a significant difference from the Mastic Beach Branch. As a result, we are transitioning programs from Herkimer to Moriches and will be utilizing the outdoor space more. Lastly the Director reported that she has spent time on the project budget so that we are up to date as we move into the final year of the construction project.

DIRECTOR'S REPORT

The Assistant Director reported that Masticon was held at the Moriches Branch and it was a successful and fun event. If anyone couldn't attend and would like to see what took place there are photos from the day on the library web page. Ms. D'Amato informed the Board that the Community Clean-Up took place and the event was a positive collaboration and showed community spirit. The Department Heads are working diligently on their Summer Reading Clubs and developing outreach events and summer programs. Ms. D'Amato informed the Board that Friends of the Arts has arranged to have live bands perform at the Moriches location throughout the summer.

ASSISTANT DIRECTOR

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Mr. Nowak reported that we have received a rebate in the amount of approximately \$9,000 from PSEG for installing energy efficient lighting and electronic devices at the Mastic Beach Branch. He reported that we can expect to receive about the same rebate for the Moriches Branch. In addition, the Business Manager reported that we have received approximately \$29,000 in property tax receipts for the month of April. He informed the Board that the digitization project is moving forward and that there would be a two-day training in mid-June. Mr. Nowak informed the Board that there is a New Trustee Workshop/Trustee Open House at SCLS on July 10th. He reported that there will be a meeting with the civil engineer about the parking lot at the main library later this week. Lastly, he reported that he recently received the first request from the auditors relating to information for the year-end audit.

BUSINESS MANAGER

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

**PERSONNEL
CHANGES**

Motion by Dubois, second by Marks, to approve the renewal agreement with WhenToWork, Inc. at an annual cost of \$650.00. Carried 5-0.

**CONTRACTS/
RENEWALS**

Motion by Dubois, second by Gross, to authorize the Director to execute the administrative services agreement with *Empower*. Carried 5-0.

Motion by Dubois, second by Furnari, to approve the Library Board of Trustees' and Library Director's attendance at the Suffolk Cooperative Library System's Open House and Trustee Workshop on July 10, 2023 in Bellport, New York. Carried 5-0.

**CONTINUING
EDUCATION**

Motion by Dubois, second by Gross, to move into Executive Session at 7:28 pm to discuss a contractual issue. Carried 5-0.

EXECUTIVE SESSION

Motion by Dubois, second by Marks, to leave Executive Session at 8:42 pm. Carried 5-0.

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Motion by Marks, second by Dubois, to adjourn the meeting at 8:43 pm. Carried 5-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary