

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

**MINUTES OF AUGUST 28, 2023 BOARD MEETING**

Trustee Maiorana called the meeting to order at 7:08 pm.

**CALL TO ORDER**

**PERIOD OF PUBLIC EXPRESSION**

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

**PRESENT**

Motion by Gross, second by Marks, to accept the minutes of the July 24, 2023 regular meeting of the Board of Trustees. Carried 4-0.

**APPROVAL OF  
MINUTES**

Motion by Furnari, second by Marks, to accept the minutes of the July 24, 2023 organizational meeting of the Board of Trustees. Carried 4-0.

Motion by Marks, second by Furnari, to approve the following Operating Fund Schedule of Claims dated August 28, 2023. Carried 4-0.

**SCHEDULE OF  
CLAIMS**

Motion by Gross, second by Furnari, to approve the Operating Financial Report for July 2023. Carried 4-0.

**FINANCIAL  
REPORTS**

Motion by Marks, second by Gross, to approve the Capital Fund Financial Report for July 2023. Carried 4-0.

Ms. Rosalia reported that early in the day she attended the Colonial Youth Dinner Honoring Assemblyman Joseph P. DeStefano. She

## **DIRECTOR'S REPORT**

reported to the trustees that on September 21<sup>st</sup> The Patchogue Medford Library Medford Branch will be hosting a meet and greet event to thank the local elected officials for their support. She encouraged attendance. In addition, she reported that in the near future we will be holding a photo op with the big check representing the \$20,000 we received in bullet aid. After a brief discussion with the trustees it was decided that the photo will be taken at the main building to show how the project is advancing. Ms. Rosalia then reminded the board that trustees are now required to attend continuing education programs. She informed them that for 2023 there are a few opportunities coming up. The New York Library Association Annual Conference & Trade Show will be held in early November in Saratoga Springs, NY and the Annual Conference on Libraries will be holding a conference in October in Bethpage. In addition, the Director of the Library System can provide a training opportunity by giving an overview of the library services they provide. Ms. Rosalia continued with her report explaining that she is compiling specific details and financial information for the NY State Construction Grant which is due to be sent to SCLS by September 15<sup>th</sup>. Included in the grant application will be work for the main building at 407 that was not included in the Bond due to unforeseen expenses. The Director reported that she recently did a walk through of the main building and there are major advances in the interior spaces. Studs are up and sheetrock will be put up in September. The Teen Department and the maker space are framed out as well as the basement level. Completion of the building is still set for next summer which coincides with the library celebrating its 50<sup>th</sup> birthday. As we move forward committees will be organized to plan special events for this occasion. Ms. Rosalia reported that Tara D'Amato did an excellent job planning the summer concert series. The events were all well attended and there are more events planned using the outdoor space. The Summer Reading Club is finishing up and the numbers this year were an improvement from last year. Lastly, Ms. Rosalia asked Chris Barletta to do a brief update on the progress at 407 and in specific the items which are on the agenda for motions tonight.

The Assistant Director reported that it has been a very busy summer filled with programs in each of the departments and with the outdoor concert series. She reported that the concerts were well attended and she is looking to improve for next year. Ms. D'Amato reported that she hopes to have food trucks and activities for children to draw in even more patrons. She is getting suggestions from younger staff for different genres of music to draw in diverse crowds and listening to ideas on how to improve the events. She thanked the staff and in particular the custodians who were ready minute to minute based on weather forecasts to set-up and deal with any glitches that came up. There was a brief discussion about having sponsors next year. She reported that this summer about \$1,000 in donations was collected. The Assistant Director reported that National Night Out was well attended and there was enormous participation with over 3,000 people attending over the course of the night. There were giveaways of ice cream and school supplies. It was an amazing night where the community groups, including the police, fire departments, PTO's and sports organizations showed the community members all that is offered locally and available to them. Lastly Ms. D'Amato reported that she is working on outdoor events for the Fall, including the Renaissance Fair and the haunted library.

**ASSISTANT  
DIRECTOR**

Mr. Nowak reported to the Board that he has been working on the Freedom of Information (FOIL) request we recently received. Everyone in the office has been pitching in since this is an extensive list of information we need to provide. In addition, we have provided updated information to the CSEA as required by the Taylor Law. In addition, and as Kerri mentioned in her report we are working on the grant application. The Business Manager then reported that at the Moriches Branch we have an aggressive erosion problem right before the run off. We are currently working with Sandpebble to arrange for a loam delivery. The delivery is scheduled for Thursday and Dale and Ryan from Sandpebble will be there Thursday to insure the soil is installed properly. We are hoping that this will help maintain the condition of the area until the plantings take hold. Mr. Nowak informed the board that we are also working on responding to a personnel matter. The deadlines to respond on this matter have been a challenge because of the delay in receiving mail addressed to 407. Finally, the digitization project is moving forward and approaching finalization.

**BUSINESS  
MANAGER**

Motion by Furnari, second by Marks, to table the approval of the CS-150 report with the Director's recommended personnel changes until executive session. Carried 4-0.

**PERSONNEL  
CHANGES**

**1. Internet Librarian 2023**

**CONTINUING  
EDUCATION**

Motion by Gross, second by Furnari, to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the Virtual Internet Librarian Conference from October 16 – October 19, 2023 at a cost not to exceed \$299.00 per person. Carried 4-0.

**2. Annual Conference on Libraries and the Future: AI in Libraries**

Motion by Furnari, second by Marks, to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the Annual Conference on Libraries and the Future: AI in Libraries at the Heritage Club, Bethpage on October 6, 2023 at a cost not to exceed \$130.00 per person. Carried 4-0.

**3. NYLA Annual Conference & Trade Show**

Motion by Gross, second by Marks, to approve the attendance of the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the New York Library Association Annual Conference & Trade Show, to be held November 1 - November 4, 2023 in Saratoga Springs, NY at a cost not to exceed \$1,500 per person. Carried 4-0.

Motion by Gross, second by Marks, to award the operable solid and glass partitions contract 50-08-812 to TG Elliott Group in the total amount of \$126,450.00. Carried 4-0.

**AWARDING OF  
BIDS**

**CONTRACTS/  
RENEWALS**

**1. HVAC Roof Screen Panels**

Motion by Furnari, second by Marks, to award the HVAC Roof Screen Panels contract 23-0-101 to Preferred Construction Inc. for a total amount not to exceed \$38,327.00. Carried 4-0.

**2. Segmented CLR Handrail & Glazed Segmented Glass Walls**

Motion by Gross, second by Furnari, to award alternate ADD #1 to Arrow Steel Window Corp. from contract 08-4-113 segmented CLR handrail & glazed segmented glass walls in the total amount of \$196,061.00. Carried 4-0.

**3. Interior Glass Partitions**

Motion by Gross, second by Furnari, to award the interior glass partitions to Krueger International (KI), Inc. off NYS Contract OT0008514A for a total amount not to exceed \$477,857.37. Carried 4-0.

**4. USE OF CONTINGENCY**

Motion by Gross, second by Marks, to approve the use of \$158,337.61 from the Main Library contingency budget in order to approve JP Daly & Sons' proposal for the enhanced lighting fixtures in the lobby and adult area in addition to the exterior light fixtures that have been added to the project. Carried 4-0.

Motion by Gross, second by Furnari, to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the Colonial Youth & Family Services Golf Outing Honoring Assemblyman Joseph P. DeStefano on August 28, 2023 at the Swan Lake Country Club at a dinner only cost of \$100.00 per person and to sponsor a tee sign in the amount of \$100.00. Carried 3-Yes. 1 Abstain.

**COMMUNITY  
EVENTS**

Motion by Marks, second by Furnari, to provide for the partial (10.00%) property tax exemption for volunteer firefighters and ambulance workers in accordance with NYS Real Property Tax Law § 466-a who are legally domiciled in the Mastics-Moriches-Shirley Community Library district. Carried 4-0.

**PROPERTY TAX  
EXEMPTION**

Motion by Furnari, second by Marks, to move into Executive Session at 8:15 pm to discuss a personnel matter related to an individual employee. Carried 4-0.

**EXECUTIVE  
SESSION**

Motion by Gross, second by Furnari, to leave Executive Session at 8:48 pm. Carried 4-0.

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

Motion by Marks, second by Furnari, to change the regular December board of trustees meeting to December 11, 2023. Carried 4-0.

Motion by Gross, second by Marks, to adjourn the meeting at 8:48 pm. Carried 4-0.

**ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary