

DRAFT
UNAPPROVED

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

MINUTES OF OCTOBER 30, 2023 BOARD MEETING

Trustee Maiorana called the meeting to order at 6:58 pm.

CALL TO ORDER

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

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Furnari, second by Dubois, to accept the minutes of the September 26, 2023 regular meeting of the Board of Trustees. Carried 4-0.

**APPROVAL OF
MINUTES**

Motion by Gross, second by Dubois, to accept the minutes of the October 6, 2023 special meeting of the Board of Trustees. Carried 4-0.

Motion by Furnari, second by Gross, to approve the following Operating Fund Schedule of Claims dated October 30, 2023. Carried 4-0.

**SCHEDULE OF
CLAIMS**

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

**FINANCIAL
REPORTS**

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

Ms. Rosalia reported to the Board that a grant application was submitted on our behalf and we were approved to receive the amount of \$200,000 for NYS Consolidated Funding. The Director also reported that Friends of the Arts and the Community Family Literacy Project are in the process of registering in the NYS Grants Gateway. Once the registration is complete they will be eligible to apply for grants as well. In addition, the Director is happy to report that we received a NYS Construction Grant in the amount of \$380,250. Ms. Rosalia reported that the folding glass partitions for the meeting rooms in the branches are being fine-tuned and will be available for use as study or tutoring space and also the Board meetings can be held in that space soon. The Director reported that department heads are reviewing the furniture plan for the Main Library. The IT and electrical wiring plans and outlet locations are being finalized as well as for the specific work spaces. In addition, the Director reported that H2M has spent time working on the plans for the café and they are reviewing the requirements of the Suffolk County Health Department. The Director reported that she recently had a conversation with Legislator Mazzearella concerning the possibility of a Farmer's Market in cooperation with the Suffolk County Cooperative at the Mastic Beach Branch on Sundays before the library opens. This would be in addition to the Moriches Community Garden and it all relates to food education and scarcity. The Director continued with her report speaking about the project presented by Maggie Hua. Her story has captivated the attention of many and she will be part of an ad to be put together with SCLS and presented in Albany showing what libraries can do. There will be a press conference presenting this in full detail sometime in December. The Director also had a strategic meeting with Lindsay Davis and there are currently over 450 participants in the program. There is an endless need in this area.

DIRECTOR

Ms. D'Amato reported to the Board that the departments have been busy this Fall attending many school events. She reported that on the 21st we recently attended Meet the Teacher Night at six schools. There were 1,587 library card sign ups and this process is going smoothly. The Teen Department is active in the middle schools and she is pleased to report that it is developing into a great partnership. Adult also has been promoting specialized programs such as Pet Art and also a program by Shirley Feed, a local business with a history in the community. It has been great to get local businesses involved. The department heads are working on their strategic plans for next year. Lorraine Squires and Steve Burg are working on purchasing new software for room booking and also patron program sign-up. The sun is setting on the software we have been using and we want to make sure we are set to go well in advance.

**ASSISTANT
DIRECTOR**

Mr. Nowak reported that he is pleased to announce that Kathi Bertos is now a full-time Principal Account Clerk in the Business Office. The Business Manager informed the Board that we are attending training for the final stage of moving to enhanced reporting for the NYS Retirement System. In addition, he informed the Board that Empower is now the successor to Prudential, taking over their retirement business. This is one of the 403(b) options for staff. Mr. Nowak reported we are still working on resolving waste management and plumbing issues. Lastly, he informed the board that the paint bid for the Main Library would be opened this Thursday.

**BUSINESS
MANAGER**

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

**PERSONNEL
CHANGES**

1. NYS Consolidated Funding Application

GRANTS

Motion by Dubois, second by Furnari, to ratify the grant application submission to the Long Island Regional Economic Development Council for Empire State Development funding in the amount of \$400,000. Based on a successful grant award this grant will require an 80% match by the Library. Carried 4-0.

2. Suffolk County JumpSMART

Motion by Furnari, second by Gross, to ratify the grant application submission to the Suffolk County JumpSMART program in the amount of \$1,000,000. Carried 4-0.

Motion by Dubois, second by Gross, to award the flooring contract #09-6-050 to Preferred Construction, Inc. for the Main Library in the total amount of \$434,000. Alternate #1 acceptance pending approval of sample by architect/board. Carried 4-0.

**AWARDING OF
BIDS**

Motion by Furnari, second by Dubois, to award the ceramic tile contract #09-3-013 to Milburn Flooring for the Main Library in the total amount of \$122,110 utilizing NYS Contract #PC69410. Carried 4-0.

Motion by Gross, second by Dubois, to award the millwork/built-ins contract #06-2-200 to WB Mason Company for the Main Library not to exceed the total amount of \$149,593.55 utilizing NYS Contract #PC6828. Carried 4-0.

Motion by Dubois, second by Furnari, to move into Executive Session at 8:19 pm to discuss a CSEA contractual issue. Carried 4-0.

**EXECUTIVE
SESSION**

Motion by Gross, second by Dubois, to leave Executive Session at 8:46 pm. Carried 4-0.

Motion by Dubois, second by Furnari, to adjourn the meeting at 8:46 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary