

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

**MINUTES OF JULY 22, 2024 BOARD MEETING**

Trustee Maiorana called the meeting to order at 7:13 pm.

**CALL TO ORDER**

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

**PRESENT**

**PERIOD OF PUBLIC EXPRESSION**

Motion by Furnari, second by Dubois, to accept the minutes of the June 24, 2024 Meeting of the Board of Trustees. Carried 5-0.

**APPROVAL OF  
MINUTES**

Motion by Furnari, second by Gross, to accept the minutes of the July 12, 2024 Special Meeting of the Board of Trustees. Carried 5-0.

Motion by Ricciardi, second by Gross, to approve the following Operating Fund Schedule of Claims dated July 22, 2024. Carried 5-0.

**SCHEDULE OF  
CLAIMS**

The Director began her report informing the Board that all information has been provided to complete the most recent round of grant applications. Ms. Rosalia then reported that progress is being made on the final touches at the main building. A purchase order has been issued for the furniture and Steve Burg has ordered the equipment for the maker space. The most recent developments inside the building include computers being installed at circulation, the café area is complete, tile is up and cabinetry has been installed. In addition, glass walls and doors have been installed in certain areas throughout the building. The alarm system is in and we are receiving quotes for monitoring both the security and fire alarm systems. The internet and IT systems are being worked on throughout the building. Ms. Rosalia reported that the parking lot has been completed and the

**DIRECTOR**

white parking lines have been painted. There was an issue with the paving and our neighbor's sanitary system and we are working with King Kullen representatives on that. The contractors are in final stages of putting together a punch list that will be addressed in the next few weeks. Ms. Rosalia reported to the Board that the elevator is having some issues and there is a delay in getting it operational. The Director then provided a sample of the lettering for the signage on the outside of the building. She explained that there is extensive signage that needs to be completed on the inside of the building including exit lighting and signs for the stairwells. The Director then explained that KLH will do the initial inspections and the State Education Department will confirm that we meet the current codes. We are hoping that the fire marshal will sign off on the building next month.

The Assistant Director began her report informing the board that the departments are all going through some hiring as evidenced by this month's CS-150. Ms. D'Amato reported that the concert series has begun and about 130-140 people attended the first concert. The next concert was more low-key event than the first with about 60 people but the weather has cooperated for all events so far. Ms. D'Amato reported that National Night Out is coming up on August 6<sup>th</sup> at the William Floyd High School. It is an amazing event for the community where local civic groups emphasize that safe streets mean a safe community.

**ASSISTANT  
DIRECTOR**

Mr. Nowak reported that our workers compensation audit is complete and our exposure rating is less than last year which should mean a refund. Mr. Nowak informed the board that it is the end of the fiscal year and once the auditors complete the audit the financial statements will be final. We are hoping that they can work at the 407 location when they come in September. In June we received the balance of the property tax receipts from the school district. The Business Manager reported that we will be meeting with a representative from Aflac to address our existing employee policies. Mr. Nowak informed the Board that we would be having an insurance inspection tomorrow at 407 with Utica. He then reported that the final adjustments have been made in the Stipulation of Agreement and it should be finalized later tomorrow. Finally, Mr. Nowak mentioned that we are communicating with King Kullen on the paving issues in the parking lot.

**BUSINESS  
MANAGER**

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

**PERSONNEL  
CHANGES**

**1. BOARD OF TRUSTEE MEETINGS – Fiscal Year 2024-2025**

**LIBRARY  
CALENDARS**

Motion by Furnari, second by Gross, to adopt the Library Board Meeting Calendar for FY 2024-2025 as presented (or amended). Carried 5-0.

**2. HOLIDAYS - Calendar Year 2025**

Motion by Gross, second by Dubois, to adopt the Library Holiday Calendar for CY 2025 as presented (or amended). Carried 5-0.

**1. Reading House LLC**

**CONTRACTS/  
RENEWALS**

Motion by Furnari, second by Dubois, to approve the agreement with Reading House LLC for a one-year subscription to new book alerts and author check service at a cost of \$3,000.00. Carried 5-0.

**2. Library Café Agreement**

Motion by Dubois, second by Gross, to table the approval of the Café agreement. Carried 5-0.

**3. Niche Academy**

Motion by Furnari, second by Riccardi, to approve the agreement with Niche Academy LLC for a one-year subscription to their online learning platform at a cost of \$1,920.00. Carried 5-0.

**4. T-Mobile for Government**

Motion by Furnari, second by Riccardi, to approve the agreement with T-Mobile for Government for a one-year subscription to their mobile hotspots for lending to Library patrons at a cost of \$1,578.50 per month. Carried 5-0.

**5. Blinds to Go**

Motion by Gross, second by Furnari, to approve the agreement with Blinds to Go to measure, furnish and install blinds at the Moriches Branch at a cost of \$11,661.53. Carried 5-0.

Motion by Dubois, second by Furnari, to move into Executive Session at 7:36 pm to discuss a contractual issue. Carried 5-0.

**EXECUTIVE  
SESSION**

Motion by Dubois, second by Gross, to leave Executive Session at 8:13 pm. Carried 5-0.

Motion by Furnari, second by Dubois, to approve the agreement with Brewport Coffee House as the operator of the Library's café in the Shirley location. Brewport Coffee House will pay to the Library a monthly 'rent' of \$100. Carried 5-0.

Motion by Furnari, second by Ricciardi, to approve the agreement with National Library Relocations, Inc., at a cost of \$17,128.00. Carried 5-0.

Motion by Furnari, second by Gross, to adjourn the meeting at 8:14 pm. Carried 5-0.

**ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary