

DRAFT

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

MINUTES OF AUGUST 26, 2024 BOARD MEETING

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

CALL TO ORDER

Present were Trustees Maiorana, Gross, Dubois, and Ricciardi, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, and Secretary Stirber. Mark Grossman attended as a guest. Rick Wiedersum of H2M Architects and Victor Canseco from Sandpebble, attended via video teleconference.

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Dubois, second by Gross, to accept the minutes of the July 22, 2024 Regular Meeting of the Board of Trustees. Carried 4-0.

APPROVAL OF MINUTES

Motion by Gross, second by Ricciardi, to accept the minutes of the July 22, 2024 Organizational Meeting of the Board of Trustees. Carried 4-0.

Motion by Dubois, second by Ricciardi, to approve the following Operating Fund Schedule of Claims dated August 26, 2024. Carried 4-0.

SCHEDULE OF CLAIMS

The Library Director began her report by providing an update on the main building. She informed the Board that we recently held tours for all staff and it was exciting to see everyone's reaction. The majority of the staff have not been in the building since construction began and were seeing the progress for the first time. Ms. Rosalia continued with her report informing the Board that the glass walls are being installed. There is still work to be done in the café and the signage needs to be completed. Once the shelving and the furniture arrive they will be assembled however, at this point a grand opening date is not available. Once we have a concrete shipping date for the furniture we will proceed with planning the grand opening. The

DIRECTOR

Director continued that she recently attended a meeting with our local councilwoman concerning the permit for the sitework. Rick is meeting with the fire inspector and looking at the fire alarm system. He will also start to put together the punch list for the C/O and the final inspection. He will then submit the final inspection to the State Education Department to obtain the C/O. Ms. Rosalia reported that there is a meeting scheduled with the Town of Brookhaven to discuss the outdoor space and parking at Neighborhood Road. There is also a meeting scheduled with the Beechwood organization to make sure that all parties involved in these issues are on the same page. The plans for the fencing and property wall for the outdoor space are being finalized. Both sides of the outdoor space have a building as the border for now. The material being used for the wall is being discussed and will be similar to the branch with a stone base. The fence will be six feet high and will have two gate entrances. Angle parking in front of the library is being discussed. The Director continued her report informing the Board that we were informed that we can apply for an outdoor education grant for the outdoor space at the Moriches Branch. In addition, she reported that civic groups are working with Joe May on the 100th birthday of the Little Red Schoolhouse. There are discussions about a community center or museum being developed in that space. The Advance is planning a story about these developments. Ms. Rosalia then informed the Board that in lieu of a legislative breakfast our local representatives will be conducting a breakfast at the new Medford Library Branch at 10:00 am on September 12th. There was a meeting with Jim Mazzarella and the Commanding Officer of the 7th Precinct concerning the people that are sitting on our library sign on Neighborhood Road. Lastly, the Director reported that the two positive events were held and attended this month the William Floyd Golf Outing and the fundraiser for Caitlyn's Vision.

The Assistant Director was happy to report that even though National Night Out had to be rescheduled due to rain, it was just as successful. Over 1500 people attended the event. Applebees provided a barbecue, there was a DJ, New York Life provided free Child ID and there were many free giveaways. The event was very festive and the police team did an amazing job coordinating the event. Library and Literacy staff provided book giveaways as well as glow bracelets and coloring sheets. Ms. D'Amato informed the Board that the summer concert series went well. Two concerts had to be canceled due to rain but the remaining three went off without any issues. Patrons enjoyed the concerts and we will continue to develop this program next year. All of the departments had a successful Summer Reading Club. Patron participation increased in all departments. Ms. D'Amato reported that all programs are being well attended. Lastly the

**ASSISTANT
DIRECTOR**

Assistant Director reported that everyone is looking forward to the main building opening. We are bringing on new staff in every department and hiring is ongoing. Department heads are busy interviewing and continuing to try and plan to staff three buildings.

The Business Manager was happy to report that as outlined in the Profit & Loss Statement this month, we received over \$161,000 for outside patron contracts. That is a substantial increase from last year (\$127,00). In addition, he reported that we received about \$14,000 from SCLS as local library service aid. He then reported that in connection with the Letter of Credit we are working on, the Highway Department is not amenable to holding aside the money as hoped but we are working with the bank and the Town to resolve this matter. Mr. Nowak then reported that we have had an increase in COVID cases averaging about one case per week. Mr. Nowak informed the Board he is working with Michael Bogin on a construction grant for the main building. Mr. Nowak informed the Board that the construction trailer at 407 has left the premises. We no longer will have to incur the expenses associated with that. The temporary sanitary facilities are still there and we anticipate they will be gone by next month. The Business Manager reported as mentioned before that we are working with Peconic Solutions to come up with a plan for the outdoor space at Moriches. Mr. Nowak was happy to report that we recently received back from Civil Service three years of payroll certifications, error free.

**BUSINESS
MANAGER**

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

**PERSONNEL
CHANGES**

Motion by Gross, second by Dubois, 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 6th — November 9, 2024 in Syracuse, NY at a cost not to exceed \$2,255.00 per person. Carried 4-0.

**CONTINUING
EDUCATION**

Motion by Ricciardi, second by Dubois, to renew our annual subscription with PressReader Inc. at a total cost of \$8,090.00. Carried 4-0.

**CONTRACTS/
RENEWALS**

Motion by Gross, second by Dubois, to adopt the following resolution declaring the Mastics-Moriches-Shirley Community Library lead agency with regard to the design of an 'outdoor learning center' to be located in the Town of Brookhaven:

**SEQRA – OUTDOOR
LEARNING CENTER**

WHEREAS, the Board of Trustees of the Mastics-Moriches-Shirley Community Library, is proposing the Design of an Outdoor Learning Center at the Mastics-Moriches-Shirley Community Library (hereinafter called the “proposed action”); and

WHEREAS, the Board of Trustees of the Mastics-Moriches-Shirley Community Library declares itself lead agency for the proposed action, pursuant to the implementing regulations of the State Environmental Quality Review Act, specifically 6 NYCRR § 617.6(b)(4); and

WHEREAS, the Board of Trustees of the Mastics-Moriches-Shirley Community Library has reviewed the proposed action, and the State Environmental Quality Review Act and its implementing regulations at 6 NYCRR Part 617, to make the proper classification of the proposed action; and

WHEREAS, the proposed action includes the design of an outdoor learning center, and pursuant to 6 NYCRR §617.5(c)(8) of the implementing regulations of the State Environmental Quality Review Act, the “maintenance or repair involving no substantial changes in an existing structure or facility” is a Type II action; and

WHEREAS, the proposed action includes the design of an outdoor learning center, and pursuant to 6 NYCRR §617.5(c)(12) of the implementing regulations of the State Environmental Quality Review Act, the “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet fire codes...” is a Type II action; and

Therefore, be it resolved the Board of Trustees of the Mastics-Moriches-Shirley Community Library, as the designated lead agency, after review of the proposed action at the Mastics-Moriches-Shirley Community Library, 6 NYCRR §617.5, and the opinions of its Architect and legal counsel, hereby determines that the proposed action is a Type II action pursuant to 6 NYCRR §617.5(c)(8) and (12) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impact on the environment.

Carried 4-0

Motion by Dubois, second by Ricciardi, to move into Executive Session at 7:41 pm to discuss a contractual issue. Carried 4-0.

**EXECUTIVE
SESSION**

Motion by Dubois, second by Gross, to leave Executive Session at 7:56pm. Carried 4-0.

Motion by Gross, second by Dubois, to adopt the amended Library Behavior Policy. Carried 4-0.

Motion by Dubois, second by Ricciardi, to adjourn the meeting at 7:57 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary