

DRAFT

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF MARCH 24, 2025 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:03 pm.

CALL TO ORDER

Present were Trustees Maiorana, Gross, Furnari, Ricciardi and Kimmerling, Director Castro, Assistant Director D'Amato, Business Manager Nowak and Secretary Stirber. Mark Grossman attended as a guest.

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Gross, second by Ricciardi, to accept the minutes of the February 25, 2025 regular meeting of the Board of Trustees. Carried 5-0.

APPROVAL OF MINUTES

Motion by Furnari, second by Kimmerling, to accept the minutes of the March 10, 2025 special meeting of the Board of Trustees. Carried 5-0.

Motion by Furnari, second by Gross, to accept the minutes of the March 11, 2025 special meeting of the Board of Trustees. Carried 5-0.

Motion by Ricciardi, second by Kimmerling, to accept the minutes of the March 18, 2025 special meeting of the Board of Trustees. Carried 5-0.

Motion by Gross, second by Furnari, to approve the following Operating Fund Schedule of Claims dated March 24, 2025. Carried 5-0.

SCHEDULE OF CLAIMS

Motion by Kimmerling, second by Ricciardi, to approve the Operating Financial Report for February 2025. Carried 5-0.

FINANCIAL REPORTS

Motion by Gross, second by Kimmerling, to approve the Capital Fund Financial Report for February 2025. Carried 5-0.

The Director began her report informing the Board that the past few weeks have been busy preparing for the budget and trustee vote. Ms. Castro has been attending community civic meetings, including most recently the Chamber of Commerce meeting. The Director continued her report informing the Board that she is currently interviewing candidates for the position of Department Head for the Adult Department. We canvassed for a Librarian III and had eighteen candidates express interest. The list has been narrowed down to five and second interviews have been scheduled. As part of the second interview they will be doing presentations. In addition, we recently canvassed the Librarian II list and will be deciding on this position very soon as well.

DIRECTOR

The Assistant Director began her report informing the Board that she continues to work daily on hiring staff. Although it has slowed down a bit we are actively hiring pages and library clerks for the Children's and Customer Resource Departments. Ms. D'Amato reported that she is working on planning the Summer Lawn Concert Series. This year the series will be paid for by the Chamber of Commerce of the Mastics and Shirley from a grant secured through Legislator Jim Mazzarella's office. Ms. D'Amato was happy to report that the concert series is tentatively set for Moriches but if bad weather is forecasted they will be moved to the main building. The Assistant Director informed the Board that the all final information, including the dates calendar for the budget and trustee vote have been updated on the library webpage and will be in the upcoming newsletter.

**ASSISTANT
DIRECTOR**

The Business Manager reported that the 2025-2026 budget for the upcoming vote has been finalized. In addition, Mr. Nowak has been involved in working on finalizing the details of the Annual Report of Public and Association Libraries. Mr. Nowak then reported that we are continuing to work with our new representatives at Civil Service. It has been a challenge due to the increase in the number of positions we now have and the new titles we have added. Lastly, Mr. Nowak informed the Board that there was recently an accident at the Moriches Branch. In the early morning hours one day last week, a car hit some fencing wall and left the scene. The incident was recorded on the security cameras and was reported to the Suffolk County Police.

**BUSINESS
MANAGER**

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

**PERSONNEL
CHANGES**

Motion by Gross, second by Furnari, to approve the two-year agreement with Chief-Men Enterprises, LLC at a cost of \$2,000.00 for twenty-four months. Carried 5-0.

**CONTRACTS/
RENEWALS**

Motion by Ricciardi, second by Furnari, to approve the agreement with Mark Grossman Public Relations from April 2025 through March 2026 at a cost of \$2,500.00 per month. Carried 5-0.

Motion by Furnari, second by Kimmerling, to accept the 2024 New York State Annual Report for Public and Association Libraries as presented by the Library Director. Carried 5-0.

**NYS ANNUAL
REPORT FOR
PUBLIC &
ASSOCIATION
LIBRARIES – 2024**

Motion by Gross, second by Furnari, to authorize the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the Long Island Library Conference on May 8, 2025 at the Melville Marriott. Cost of attendance shall not exceed \$110.00 per person (exclusive of mileage). Carried 5-0.

**CONTINUING
EDUCATION**

Motion by Furnari, second by Gross, to approve the Board of Trustees, Director, Assistant Director, Department Heads, and/or designated staff to attend the Chamber of Commerce of the Mastics and Shirley Casino Night on March 29, 2025 at a cost not to exceed \$100.00 per person. Carried 5-0.

**COMMUNITY
EVENT**

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

**EXECUTIVE
SESSION**

Motion by Furnari, second by Ricciardi, to leave Executive Session at 8:04 pm. Carried 5-0.

Motion Gross, second by Ricciardi, to authorize the Board President to execute the agreement with Mastic Development Corp. for the parcel exchange at Neighborhood Road. Carried 5-0.

Motion by Gross, second by Kimmerling, to adjourn the meeting at 8:04 pm. Carried 5-0. **ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary