

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF JULY 28, 2025 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:04 pm.

CALL TO ORDER

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

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Ricciardi, second by Furnari, to accept the minutes of the June 23, 2025 Meeting of the Board of Trustees. Carried 3-0.

APPROVAL OF MINUTES

Motion by Ricciardi, second by Furnari, to approve the following Operating Fund Schedule of Claims dated July 28, 2025. Carried 3-0.

SCHEDULE OF CLAIMS

Ms. Castro reported that this month she participated in the Suffolk County 250th Committee in Hauppauge. The Director also attended the local community event "Fired Up for Freedom" the Tri- Hamlet 250th celebration in Mastic Beach. Ms. Castro reported that she has had conversations this month with the Suffolk County Department of Health about how to connect patrons and staff with available health resources. She continued with her report informing the Board that the next Library Director's Zone meeting will be held at the main building. After the meeting library directors will be given a tour of the renovated building. Ms. Castro reported that together with Tara, she has been meeting with the department heads to go over both short-term goals and plans for the year ahead. The Director mentioned that the CRS Department has done a great job getting the Library of Things up and running. Lastly, the Director informed the Board that in addition to all of the 250th Anniversary events planned there is a special event planned for early January 2026 at Sunsets at Senix. It is currently planned as a dinner with a guest speaker.

DIRECTOR

Ms. D’Amato reported that she has been meeting with department heads to discuss short term plans. They are using statistics and budgets to figure out how to best operate three buildings. The summer reading club is successful in all departments and there is a huge uptick in enrollment. National Night Out is August 5th. The Suffolk County Police Department is working on getting vendors and organizing the chamber and community groups. The Assistant Director reported that she is working with the Suffolk County Department of Health for staff to assist the patrons on all available health resources.

**ASSISTANT
DIRECTOR**

Mr. Nowak reported that our workers compensation audit is complete and informed the Board that we did owe an additional premium because our payroll has increased. Mr. Nowak informed the Board that it is the end of the fiscal year and there are no financial reports this month to accept by board motion, but once complete the auditors will present in final form. We have received the balance of the property tax receipts from the school district. Mr. Nowak reported that stone ground cover has been put in place at 369 Neighborhood Rd in place of the green covering. The Business Manager reported that at 407 the HVAC contractor is due on site with a part that was backordered for a few months. On Friday we received payment number 2 of 2 from the Suffolk County Library System for contract patron revenue in the amount of \$190,000. Lastly, there is a motion tonight to approve the contribution of \$300.00 for the materials related to the construction of outdoor furniture by William Floyd’s CTE students for the Moriches Branch.

**BUSINESS
MANAGER**

Motion by Furnari, second by Ricciardi, to approve the CS-150 report with the Director's recommended personnel changes. Carried 3-0.

**PERSONNEL
CHANGES**

1. BOARD OF TRUSTEE MEETINGS – Fiscal Year 2025-2026

**LIBRARY
CALENDARS**

Motion by Ricciardi, second by Furnari, to adopt the Library Board Meeting Calendar for FY 2025-2026 as presented (or amended). Carried 3-0.

2. HOLIDAYS - Calendar Year 2026

Motion by Furnari, second by Ricciardi, to adopt the Library Holiday Calendar for CY 2026 as presented (or amended). Carried 3-0.

1. Reading House LLC

**CONTRACTS/
RENEWALS**

Motion by Ricciardi, second by Furnari, 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 3-0.

2. Peconic Solutions

Motion by Furnari, second by Ricciardi, to approve the agreement with Peconic Solutions to develop grant submissions related to Library programming and capital projects at a cost of \$10,000.00 Carried 3-0.

3. Niche Academy

Motion by Ricciardi, second by Furnari, to approve the agreement with Niche Academy LLC for a one-year subscription to their online learning platform at a cost of \$2,016.00. Carried 3-0.

4. Industrial Appraisal Company

Motion by Furnari, second by Ricciardi, to approve the agreement with Industrial Appraisal Company to conduct an on-site inspection and appraisal of the buildings, site improvements, fixed and moveable equipment associated with our three-physical location at a cost of \$4,900.00 inclusive of all expenses Carried 3-0.

Motion by Furnari, second by Ricciardi, 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 5th- November 8, 2025 in Saratoga Springs, NY at a cost not to exceed \$2,500.00 per person. Carried 3-0

**CONTINUING
EDUCATION**

Motion by Ricciardi, second by Furnari, to fund the purchase of materials for construction of outdoor furniture by William Floyd's CTE student to be used at the Moriches branch at a cost not to exceed \$300.00. Carried 3-0

**WILLIAM FLOYD
CAREER
& TECHNICAL
EDUCATION (CTE)
PARTNERSHIP**

Motion by Furnari, second by Ricciardi, to adopt the patron privacy policy of the Mastics-Moriches-Shirley Community Library as presented and/or amended this day. Carried 3-0

POLICIES

Motion by Furnari, second by Ricciardi, to adopt the food and drinks policy of the Mastics-Moriches-Shirley Community Library as presented and/or amended on this day. Carried 3-0

Motion by Furnari, second by Ricciardi, to move into Executive Session at 7:35 pm to discuss a contractual issue. Carried 3-0.

EXECUTIVE SESSION

Motion by Ricciardi, second by Furnari, to leave Executive Session at 7:48 pm. Carried 3-0.

Motion by Furnari, second by Ricciardi, to adjourn the regular meeting at 7:48 pm. Carried 3-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber
Madeline Stirber, Secretary