

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF SEPTEMBER 29, 2025 BOARD MEETING

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

CALL TO ORDER

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

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Kimmerling, second by Gross, to accept the minutes of the August 25, 2025 Regular Meeting of the Board of Trustees. Carried 4-0.

APPROVAL OF MINUTES

Motion by Gross, second by Kimmerling, to approve the following Operating Fund Schedule of Claims dated September 29, 2025. Carried 4-0.

SCHEDULE OF CLAIMS

Motion by Ricciardi, second by Kimmerling, to approve the Operating Financial Reports for August 2025. Carried 4-0

FINANCIAL REPORTS

Motion by Kimmerling, second by Gross, to approve the Capital Fund Financial Reports for August 2025. Carried 4-0

The Director reported that this month she has been involved in several planning sessions for the William Floyd Alumni Association Author Event. Ms. Castro informed the board that the event was very successful and about twenty (20) authors participated reading portions of their work. This program is helping to build a connection with our local talent. In addition, Ms. Castro met with Nancy Kimmerling to discuss a partnership with William Floyd School District to expand inclusive programming across all areas of the library. The Director continued with her report informing the board that she attended the SCLS's Directors' Meeting held at the Floyd Memorial Library in Greenport. At this event information was shared on updates to digital uploads, as well as the upcoming budget vote in

DIRECTOR

November. Ms. Castro reported the most recent Legislative Breakfast was held here at our library and was well attended by our local community leaders. The Director continued with her report informing the board that the department heads met at the Moriches Branch for their monthly meeting discussing strategic planning and effectively sharing information among all departments. Ms. Castro then reported that we are moving forward with hiring a full-time security person to act in a supervisory role. In addition, administration is working closely with the COPE officers to reinforce the Code of Conduct Policy here at the library. After reviewing the food pantry that was at the Mastic Beach Branch it has been decided that we will instead hold monthly food drives and donate to local pantries on Neighborhood Road. Lastly Ms. Castro reported that to begin the 250th Celebration Event the plans for the 1776 style dinner have been finalized. The dinner will be held at Sunsets at Senix on January 22, 2026. Tickets will be \$150, with the proceeds benefiting Friends of the Arts.

The Assistant Director reported that it has been a very busy month. The Inaugural Community Family Literacy Golf Outing was very successful and they had a great turnout. In addition, the *Library Showcase* for the Town of Brookhaven was held. A special thank you to Steve Burg for showcasing all of the services that the library has to offer. The Town of Brookhaven was happy with the turnout by the Suffolk County libraries. The Friends of the Arts sponsored a staff event on September 7th. It was a casual day for staff to connect. Ms. D'Amato reported that the mental health meetings have been attended by staff across the board. The Assistant Director was happy to report that the Friends of the Arts has secured a new piano for the library. Lastly the Assistant Director reported that safety issues have been discussed. In particular staff safety once a report has been filed. The name of the individual that has been assaulted must be on the report but they can file for and obtain an order of protection.

ASSISTANT DIRECTOR REPORT

The Business Manager began his report presenting the signage for the IA System for final approval by the Board. As a condition to receiving the grant we agreed to post the signage as a permanent fixture. The signage will be secured to a fence this week. Mr. Nowak reported that the hedges around the parking lot at the main building which had become a safety hazard, have been trimmed. We have received the energy efficient rebates from PSEG. These rebates were better on a branch level than at the main building as the financial support for these programs scales back. The open enrollment for AFLAC has begun, as well as enrollment for the 2026 Flexible

BUSINESS MANAGER

Spending Plan. Lastly, the Business Manager reported that we have received a FOIL request for records representing everything that has been purchased in the last two years. We have been advised to answer this request and have also learned that this request has been sent to other libraries in the county as well.

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

**PERSONNEL
CHANGES**

Motion by Gross, second by Kimmerling, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the William Floyd Alumni Association Annual Outstanding Educators Award dinner at Rock Hill Country Club on October 17, 2025 at a cost of \$63.50 per person. Carried 5-0.

**COMMUNITY
EVENT**

Motion by Furnari, second by Gross, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the BookCon conference on April 18-19, 2026 at the Javits Center at a cost not to exceed \$150.00 per person. Carried 5-0.

**CONTINUING
EDUCATION**

Motion by Kimmerling, second by Furnari to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the LILRC Conference on October 17, 2025 being held at the Heritage Club at Bethpage in Farmingdale, NY at a cost not to exceed \$145.00 per person (exclusive of mileage). Carried 5-0.

Motion by Furnari, second by Gross, to approve the agreements with Townline Security for the semi-annual maintenance, inspection and testing of the building's fire alarm systems for a total annual cost of \$11,000.00;

**CONTRACTS/
RENEWALS**

a. Mastic Beach @ \$1,500 per service visit

b. Moriches @ \$1,500 per service visit

c. Shirley @ \$2,500 per service visit

Carried 5-0.

POLICY

Motion by Kimmerling, second by Furnari, to approve the Library Code of Conduct policy as amended and presented by Director Castro. Carried 5-0.

Motion by Gross, second by Kimmerling, to approve the Library Art Exhibit policy as amended and presented by Director Castro. Carried 5-0.

LITTLE RED SCHOOLHOUSE

WHEREAS, the Mastics-Moriches-Shirley Community Library Board of Trustees recognizes the historic and cultural significance of the Little Red School House in Moriches, a 100-year-old structure that has long stood as a symbol of education and community pride; and

WHEREAS, the Board believes it is of vital importance to preserve this landmark for present and future generations, ensuring that its character and history are not lost to time; and

WHEREAS, it is the long-term intent of the Board to restore the Little Red School House and safeguard its place within the community; and

WHEREAS, the Board wishes to collaborate closely with the Town of Brookhaven Historian to ensure that the exterior of the building is restored to its full, historic glory, consistent with its architectural heritage; and

WHEREAS, the Board further hopes that the interior restoration will provide meaningful, flexible community space, including:

- Dedicated areas to showcase the Library's and region's local history collection,
- A large meeting and performance space available for cultural, educational, and civic gatherings, and
- Dividable community rooms designed for smaller group meetings, programs, and other public uses;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Mastics-Moriches-Shirley Community Library formally declares its long-term intent to restore the Little Red School House and to work in partnership with the Town of Brookhaven Historian to ensure its preservation as a treasured local landmark; and

BE IT FURTHER RESOLVED, that this restoration project is envisioned as both a commitment to historic preservation and an investment in the cultural and civic life of the community, creating a new chapter in the history of the Little Red School House while honoring its century-old legacy.

Motion by Furnari, second by Ricciardi, to adopt the above resolutions and approve the intentions described therein. Carried 5-0.

Motion by Gross, second by Furnari, to move into Executive Session at 7:31 pm to discuss a contractual issue. Carried 5-0.

**EXECUTIVE
SESSION**

Motion by Furnari, second by Kimmerling, to leave Executive Session at 8:07 pm. Carried 5-0.

Motion by Furnari, second by Ricciardi, to approve a two-year extension agreement for print advertising with the South Shore Press at a cost of \$60,008 per year. Carried 5-0.

Motion by Gross, second by Kimmerling, to adjourn the meeting at 8:08 pm. Carried 5-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber
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