

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF JUNE 22, 2026 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:02 pm.

CALL TO ORDER

Present were Trustees Maiorana, Gross, and Ricciardi, Director Castro, Assistant Director D'Amato and Business Manager Nowak and Secretary Principal Account Clerk Bertos. Mark Grossman attended as a guest.

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Ricciardi, second by Gross, to accept the minutes of the May 18, 2026 meeting of the Board of Trustees. Carried 3-0.

APPROVAL OF MINUTES

Motion by Ricciardi, second by Gross, to approve the following Operating Fund Schedule of Claims dated 6/22/2026. Carried 3-0.

SCHEDULE OF CLAIMS

Motion by Ricciardi, second by Gross, to approve the Operating Financial Report for May 2026. Carried -0.

FINANCIAL REPORTS

Motion by Gross, second by Ricciardi, to approve the Capital Fund Financial Report for May 2026. Carried 3-0.

The Director reported that the recent Staff Day was well attended and successful, though she noted there is room for improvement and the library will keep working on it. Some scheduling confusion arose with a few sessions that had low turnout; those sessions were canceled and attendees were moved into other sessions. Survey results

DIRECTOR

The Director reported a change to the library's internet/firewall provider to Lightpath. It is installed in all buildings and is working well.

She discussed SCLS's new process for contract patrons choosing which library they use starting July 1st, noting it should be a more streamlined process than in past years; a mailing will go out at the end of June, and information will also be posted on the library website and in the newsletter. She noted that some patrons had complained about missing the registration window because they were away and the new procedure should alleviate this.

She reported she attended the directors' quarterly meeting.

The Director reported plans to coordinate museum passes centrally through SCLS so that SCLS negotiates and purchases the passes going forward, reducing the administrative burden on library circulation staff. She also

mentioned the SCLS is exploring collection development assistance using AI for staff.

For the 250th, the lending library added a green screen and some other additions.

She also gave an update on the summer reading tour program, which runs from July 1 through August 31. Each library building will be distributing trading cards as a new incentive to patrons this year. They have also added to the lending kit called a clean-up kit, that includes a safety vest and cleanup/litter-grabbing supplies.

She reported on an initiative to bring together community leaders including Bill Doyle referred to as a Community Health Corps to address issues facing the community, with an initial focus on food insecurity. Local food pantries have been invited to an upcoming meeting to discuss coordinating coverage, since gaps in food pantry availability appear to occur particularly on Fridays and weekends. The group plans to develop a mission statement as a next step and official name.

The Assistant Director reported that the library has been very busy preparing for summer. Including extensive decoration in the CPSD department to create a jungle.

ASSISTANT DIRECTOR REPORT

She highlighted a citizenship ceremony which was well attended, inspiring, and welcomed 22 new citizens; several local elected officials attended, and she praised the literacy department's work. She noted this was the first year the ceremony/event returned to the library in some time, and that attendees commented favorably on the overall comfort/safety of the space.

She also indicated the library is wrapping up America's 250th-anniversary-related events with a time capsule ceremony on July 2nd at the Moriches branch, with board members invited to take part; a time capsule will be buried near the big oak tree.

The Assistant Director noted the July/August newsletter is out with all the special events for the summer. It is posted on the library website, and thanked Mark Grossman for his PR work promoting summer events and staff/artist features, including recent coverage of local artists in the Long Island Advance and the South Shore Press.

The Assistant director did need to leave early for personal responsibilities

BUSINESS MANAGER

The Business Manager reported on several facilities issues that his department has been working through with new Head Custodian Sean and with Kathi.

The library's older cargo van (a 2008 model) needs a repair that would cost more than the vehicle is worth; he recommended taking it out of service and will investigate next steps for its disposal.

The Mastic Beach branch's wooden entry doors remain an ongoing problem; a quote to replace them with aluminum doors came back north of \$45,000, which is likely not feasible within budget, so staff are exploring other options while the doors continue to sustain patron-caused damage.

In addition, staff reported a possible roof issue on the newer addition at the Mastic Beach branch; Sandpebble will follow up with the original contractor, as the roof appears to be buckling in a small area.

Irrigation repairs at the Main building and the Moriches branch have been handled in-house with Sean's help, avoiding the cost of an outside sprinkler contractor.

The café's refrigeration unit failed just outside its warranty period; as with several other recent repairs, the repair cost would exceed the cost of replacement. Kathi has completed sourcing a replacement unit for the cafe.

The business manager indicated that the spring debt service payment on the bond was made on June 16th. The library collected approximately \$457,000 in property tax receipts in May and expects to have received 100% of school property tax receipts by the end of June. He also noted receipt of the notice workers' compensation audit for the 2025–2026 policy year and will get that on the calendar, and that Lyn is working on July 1st renewals for salary-related items and paid time off.

He is finishing the triennial Other Post-Employment Benefits census update, performed by the actuary together with the library's accounting firm to disclose retiree and future-retiree health insurance in retirement obligations. He also noted he will meet with the library's insurance broker to complete the July 1st renewals for general liability, umbrella, and automotive insurance policies.

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

PERSONNEL CHANGES

Motion by Gross, Second by Ricciardi, to approve the annual Microsoft Office 365 subscription in the amount of \$4,080.00. Carried 3-0.

CONTRACTS

Motion by Gross, Second by Ricciardi, to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the Caitlyn's Vision Annual Gala on August 12, 2026 at Land's End at a DINNER ONLY cost of \$150.00 per person. Carried 3-0

Motion by Ricciardi, Second by Gross, to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the 28th Annual William Floyd Scholarship Fund Golf Outing on August 10, 2026 at the Bellport Country Club at a DINNER ONLY cost of \$120.00 per person. Carried 3-0

COMMUNITY EVENTS

Motion by Gross, second by Ricciardi, to move into Executive Session at

EXECUTIVE

7:17 pm to discuss a personnel issue. Carried 3-0.

SESSION

Motion by Ricciardi, second by Gross, to leave Executive Session at 7:50 pm. Carried 3-0.

Motion by Gross, second by Ricciardi, to adjourn the meeting at 7:50 pm. Carried 3-0. **ADJOURNMENT**

Respectfully submitted,

Kathleen Bertos

Kathleen Bertos, Principal Account Clerk