

UNAPPROVED
Minutes of the
Board of Trustees' Meeting
December 14, 2023
6:30 p.m.

The meeting was called to order by M. Hanewinckel at 6:37 p.m. Also present were Nora Berlin, Christine Scibelli, William Wexler, Francis Flynn, and Mary Schubart, Director and Secretary to the Board.

Approval of Minutes

On a motion by W. Wexler, seconded by N. Berlin, the Board approved the previous month's minutes. Passed unanimously.

Approval of Bills & Payroll

On a motion by W. Wexler, seconded by N. Berlin, the Board approved the previous month's bills and payrolls as well as the *Independent Accountant's Report* issued by Sheehan Accountants & Advisors, Brightwaters, NY. Passed unanimously.

November 2023	Warrant – General	\$307,544.34
November 2023	Capital Fund	None
November 2023	Payroll	\$138,038.51

Period for Public Expression

None.

Correspondence:

1. Thank you letter from St. Patrick's Church
2. A donation to the Library from Mr. and Mrs. Peter LaSpina on occasion of Dr. Mel Berlin's birthday.
3. Report from M. Irish, Adult/Teen Department.
4. Report from A. LoDolce, Children's Department.
5. Report from K. Lane, Circulation Department.

6. On a motion by W. Wexler, seconded by N. Berlin, the Board cast an affirmative ballot for the proposed SCLS 2024 budget.
7. The Board cast five individual ballots for Ronald Devine for a two-year term beginning January 2, 2024 to fill a vacant System Board seat.
8. New York State Library Conference reports from librarians Kelly Harvey and Michele Ferrari.

Personnel Report:

None. A retirement letter was received from Kathleen Lane, Principal Library Clerk, who had a thirty-five year tenure with the Library.

On a motion by W. Wexler, seconded by F. Flynn, the Board approved the appointment of Rene Ducos to a full-time Custodial Worker I position, effective January 1, 2024 at an annual salary of \$49,000. Passed unanimously.

Financial Report:

Accepted.

At 7:30 pm, Kevin Seaman, Esq. arrived to provide the Board with one hour of training per NYS mandate regarding the legal responsibilities of Trustees. After an informative session, he departed at 8:30 pm.

Security Report:

None.

Old Business:

On a motion by N. Berlin, seconded by F. Flynn, the Board altered the Library Card Policy to reduce the validity period of new library cards from four to three years. Passed unanimously.

The Board was reminded of the small Centennial event to be held at the Library on January 3rd.

New Business:

The Board reviewed the testing by NY Environmental, Port Washington, New York, of numerous stack areas confirming the absence of any asbestos concern.

On a motion by N. Berlin, seconded by C. Scibelli, the Board authorized the emergency replacement of the upper and lower stack carpeting under NYS contract pricing through Milburn Flooring, Copiague, New York, at a cost of \$33,841.67, including installation.

Other

On a motion by C. Scibelli, seconded by F. Flynn, the Board approved the *Copy, Fax and Print Services Policy*. Passed unanimously.

Adjournment

On a motion by W. Wexler, seconded by N. Berlin, the meeting was adjourned at 9:15 p.m.