

UNAPPROVED
Minutes of the
Board of Trustees' Meeting
July 11, 2024
6:30 p.m.

The meeting was called to order by M. Hanewinckel at 6:38 p.m. Also present were Nora Berlin, William Wexler, Christine Scibelli, 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 with one correction noting that Christine Scibelli had been present. Passed unanimously.

Election of Officers

On a motion by W. Wexler, seconded by N. Berlin, the Board appointed Madeline Hanewinckel as President of the Board of Trustees for the 2024-25 fiscal year. Passed unanimously.

On a motion by N. Berlin, seconded by C. Scibelli, the Board appointed William Wexler as Vice President of the Board of Trustees for the 2024-25 fiscal year. Passed unanimously.

Administration of Oaths of Office

Dana Baldwin, notary, arrived at 6:42 pm. D. Baldwin administered the oaths of office to two Trustees and the Director and then departed at 6:48 pm.

Reorganization and Designations for 2024-25

On a motion by N. Berlin, seconded by W. Wexler, the Board re-appointed Kevin Seaman, Stony Brook, NY with a retainer of \$16,500, as the Library's legal counsel for the 2024-25 fiscal year. Passed unanimously.

On a motion by W. Wexler, seconded by F. Flynn, the Board re-appointed Baldessari & Coster LLP, Stewart Manor, NY, as external auditor for the 2024-25 fiscal year at a cost not to exceed \$12,350. Passed unanimously.

(The internal auditor, Sheehan Accountants & Advisors of Brightwaters, NY had been appointed at the June, 2024 meeting at a cost of \$1,300 monthly for the following 12-month cycle.)

On a motion by N. Berlin, seconded by F. Flynn, the Board re-appointed Maureen McLoughlin as Library Treasurer for the 2024-25 fiscal year at an annual salary of \$6,334. Passed unanimously.

On a motion by F. Flynn, seconded by C. Scibelli, the Board approved a maximum expenditure limit for the Director of \$10,000 for non-emergencies. Passed unanimously.

On a motion by F. Flynn, seconded by N. Berlin, the Board re-confirmed the use of the *Islip Bulletin* and *Long Island Business News* as official Library newspapers for the placement of legal notices for the 2024-25 fiscal year. Passed unanimously.

Approval of Bills & Payroll

On a motion by F. Flynn, 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. It was noted that exceptions cited in Sheehan report were related to tight timing between Director's return from vacation and the monthly review performed by Sheehan.

June 2024	Warrant – General	\$142,121.60
June 2024	Capital Fund	None
June 2024	Payroll	\$160,261.09

Period for Public Expression

None.

Correspondence:

1. Report from Adriana LoDolce, Assistant Director.
2. Report from M. Irish, Adult/Teen Department.
3. Monthly report from G. Klein, Circulation Department.
4. Letter from New York State Senator Alexis Weik along with a new copy of the NYS *Red Book*.

Personnel Report:

Accepted.

On a motion By N. Berlin, seconded by W. Wexler, the Board approved the appointment of Kathleen Herbst to a full-time Librarian I (CS) appointment in the Children's Department at an annual salary of \$63,700. Passed unanimously.

Financial Report:

Accepted.

Statistical Report:

None.

Security Report:

None. The Board did discuss ongoing cooling challenges throughout the building.

Old Business:

The Board reviewed millwork samples for the fishtank.

The Director informed the Board that the Library's HVAC/roof plans remain in an unviewed status at the State Education Department.

New Business:

The Board discussed an alternative pricing structure to be presented to BBS Architects' vis-à-vis a space plan proposal for the Teen Department. It was agreed that the Board would seek a plan that afforded more study space for teens.

The Board and Director signed *Conflict of Interest Certification* forms.

Other

None.

On a motion by W. Wexler, seconded by N. Berlin, the meeting was adjourned at 8:15 p.m.