

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REORGANIZATION MEETING

WEDNESDAY, JULY 19, 2023
ADMINISTRATION BUILDING
7:30 P.M.

CALL TO ORDER

The reorganization meeting of the Hicksville Public Library Board of Trustees was called to order by President Carlos Munozospina at 7:34 pm. Those present were: Mrs. D'Antonio, Mrs. Curran Perrucci, Mrs. Guida, Mrs. Blitz, Ms. Acosta, Mr. Tenenbaum (counsel), Mr. Cleary (treasurer), and Mrs. Kwas (recording secretary). Also present were: Mr. Joe Gangemella, Mrs. Pat Dammes, Mrs. Janet Hagemann, Ms. Amanda Cintron, and Ms. Mary McLaughlin.

PLEDGE OF ALLEGIANCE

RECOMMENDED ACTIONS RE: REORGANIZATION MEETING

- 1.1 Oath of office administered to elected Board Member, Mrs. Joan Blitz.
- 1.2 Mr. Larry Tenenbaum was appointed temporary Chairperson for the purpose of electing Officers.
- 1.3 Mr. Munozospina made a motion to nominate Mrs. Curran Perrucci as President; seconded by Mrs. D'Antonio. It was carried unanimously.

Mrs. Curran Perrucci made a motion to nominate Mrs. Mary D'Antonio as Vice President; seconded by Mrs. Guida. It was carried unanimously.

Mrs. D'Antonio made a motion to nominate Mrs. Erin Guida as Secretary; seconded by Mrs. Blitz. It was carried unanimously.

The elected officers are: Joanne Curran Perrucci - President, Mary D'Antonio - Vice-President, and Erin Guida - Secretary; carried unanimously. All elected officers were administered the oath of office.

Mrs. Blitz will come in each month for check verification of the expenditures on the warrant.

- 1.4 Mr. Munozospina made a motion, seconded by Mrs. Guida, to appoint Mr. Brian Cleary to the position of Treasurer of the Board of Trustees, effective July 1, 2023 at a monthly service fee of \$1,300.00. It was carried unanimously.

Mr. Munozospina made a motion, seconded by Mrs. Guida, to appoint the law firm of Jaspán, Schlesinger, Narendran LLP as counsel to the Board, effective July 1, 2023, at an annual retainer of \$12,000, with legal services outside the scope of non-adversarial general legal services to be billed at \$240.00 per hour for attorneys and \$140 per hour for paralegals/legal assistants; carried unanimously.

- 1.5 Oath of office administered to Library Treasurer, Mr. Brian Cleary.

- 1.6 Committees to be formed:
Strategic Planning Committee: Mary D’Antonio and Erin Guida
Building Committee: Carlos Munozospina and Joanne Curran Perrucci
Finance Committee: Erin Guida and Joan Blitz

- 1.7 Mr. Munozospina made a motion, seconded by Mrs. D’Antonio; carried unanimously to establish petty cash funds in the amount of \$600, to be replenished each month to maintain \$600 per month, with \$150 for the cash register, and \$450 regular petty cash.

- 1.8 Mr. Munozospina made a motion, seconded by Mrs. Guida, to authorize the Library Director and/or Acting Library Director to open and publicly read bids for the Hicksville Public Library; carried unanimously.

- 1.9 Mrs. D’Antonio made a motion, seconded by Mrs. Guida, to designate the Nassau Observer and/or the Mid Island Times as newspapers to receive legal notices for publication.

- 1.10 Mrs. Guida made a motion, seconded by Mrs. D’Antonio, that the following resolution with respect to designation of banks as depositories be adopted:

BE IT RESOLVED, that the following banks be designated as depositories of the Hicksville Public Library:

1. First National Bank of Long Island
2. Paypal
3. TD Bank

BE IT FURTHER RESOLVED, that the District fund in said depositories are subject to withdrawal on checks signed by the President of the Board of Trustees, Secretary of the Board of Trustees, and Treasurer; and

BE IT FURTHER RESOLVED that in the absence or inability of the President or Secretary, the Vice-President of the Board of Trustees is authorized to sign: and BE IT FURTHER RESOLVED that all signatures may be affixed manually.

BE IT FURTHER RESOLVED, that checks on the Payroll Account may be signed manually by the Secretary of the Board and the Library Treasurer; and

BE IT FURTHER RESOLVED, that in the absence or inability of the Treasurer, the President of the Board of Trustees or Secretary of the Board is authorized to sign; and

BE IT FURTHER RESOLVED, that savings accounts will be subject to withdrawal upon the manual signature of the Treasurer signing along with another authorized signatory; carried unanimously.

1.11 Mr. Munozospina made a motion, seconded by Mrs. Guida, approving Roseann Acosta as authorizing officer to the Corporate Credit Accounts.

1.12 Mr. Munozospina made a motion, seconded by Mrs. D'Antonio, that the following resolution: transfer of funds to be adopted:

BE IT RESOLVED, that the Library Director/Acting Director is hereby authorized to make transfer and expenditures up to a limit of \$5,000 within and between unit appropriations as prescribed by regulations of the Commissioner of Education unless an issue relating to the health or safety to the library arises; carried unanimously.

1.13 Mr. Munozospina made a motion, seconded by Mrs. Guida, for the following: BE IT FURTHER RESOLVED, that the regularly scheduled meeting of the Hicksville Public Library Board of Trustees will be the 3rd Wednesday of every month unless another date is set by the Board, and the community will be notified.

Budget hearing and registration - To be decided.

Budget vote - To be decided. **

** the vote must be held 7-14 days after the budget hearing; carried unanimously.

1.14 ADJOURNMENT

Mrs. Guida made the following motion:

BE IT RESOLVED, that the reorganization meeting of the Board of Trustees be adjourned at 7:43 p.m. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Respectfully submitted: Deborah Kwas