

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, JULY 21, 2021
KENNETH BARNES COMMUNITY ROOM
7:30 P.M.

CALL TO ORDER

The meeting of the Hicksville Public Library Board of Trustees was called to order by President Carlos Munozospina at 7:42 pm. Those present were: Mrs. D'Antonio, Mrs. Malhotra, Mrs. Curran Perrucci, Mrs. Erin Guida, Mrs. Edwins, Mr. Wassel (counsel), Mr. Cleary (treasurer), and Mrs. Kwas (recording secretary). Also present were: Mrs. Joan Blitz, Mrs. Marie Sutton, Mr. Joe Gangemella and Mr. Chris Slatik.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

Mrs. Edwins introduced the board to Mrs. Marie Sutton who is the new Children's Librarian. Mrs. Sutton informed the board that she worked as a library trainee in the Hicksville Library and left 8 years ago to become a full time librarian at another library. She said she is very happy to be back and present new children's programs to the Hicksville community. The Summer Reading kickoff party was a success and received good feedback. Approximately 200 children are registered in the program. Mr. Munozospina said he is very pleased that the Library and the School District are working closely together to benefit the children in the community.

Mrs. Edwins informed the board that the Member Library Director's meeting took place in person for the first time in a while. One of the things that were discussed was the uptick in the number of covid cases and whether masking requirements should be re-implemented.

Also discussed at the meeting was Gale Analytics which integrates library's user data with demographics to help libraries make informed decisions about their collection for the community.

Mrs. Edwins along with some members of the staff attended a policy meeting to eliminate irrelevant information and update and add to the Policy Manual as needed. The Strategic Planning committee will reconvene with a representative from each department. Mrs. D'Antonio asked that the representatives bring a wish list of what they would like to accomplish to reach their goals.

Mrs. Edwins and Ms. Acosta met with the architect from Mark Designs regarding moving forward with the roof, HVAC and elevator projects to come up with a grand plan to present to the board.

Mrs. Edwins also mentioned that she met with the Circulation department to discuss reevaluating job responsibilities and duties and re-access how the library will move forward in the future.

TREASURERS REPORT

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves the Treasurer's Report dated June 30, 2021 as presented. Mrs. Malhotra seconded the motion and it was carried unanimously.

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the board authorizes the attached summary of budget transfers for July 21, 2021 as presented. Mrs. Malhotra seconded the motion and it was carried unanimously.

LEGAL

A few items will be discussed in executive session.

APPROVAL OF MINUTES

Mrs. Malhotra made the following motion:

BE IT RESOLVED, that the board approves the minutes of the June 16, 2021 regular board meeting as presented. Mrs. Guida seconded the motion and it was carried unanimously.

PETTY CASH

SECRETARY'S REPORT

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the board authorizes the payment of Warrant #730 ending July 21, 2021 in the amount of \$153,131.97 including checks numbered 2409 through 2487 from the TD Bank demand account and check number 1025 in the amount of \$72,000.00 from First National Bank capital account. Mrs. Malhotra seconded the motion and it was carried unanimously.

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the board authorizes the Payroll Warrant from the TD Bank of New York, Trust and Agency account with a monthly gross payroll of \$227,950.87, FICA and Medicare \$17,438.24, for a total of \$245,389.11 for the month ending June 30, 2021. Mrs. Malhotra seconded the motion and it was carried unanimously.

OLD BUSINESS

SavMor Mechanical Services, Inc.

The board decided to contact additional HVAC vendors for a maintenance and service contract for the Main Library and the Administration building

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the board accepts SavMor Mechanical's proposal to replace the compressor unit CU-1 located at the Computer & Resource Center in the amount of \$6,084. Mrs. Malhotra seconded the motion and it was carried unanimously.

JC Broderick & Associates, Inc.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves payment to JC Broderick & Associates for monitoring the abatement project and air analysis in the amount of \$6,415.25. Mrs. Malhotra seconded the motion and it was carried unanimously.

ACL Construction Corp.

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the board authorizes payment to ACL Construction in the amount of \$19,500 for the patching and painting of the interior walls of the Main Library after the asbestos abatement project. Mrs. Malhotra seconded the motion and it was carried unanimously.

FYI

Mrs. Edwins will provide information to the board about the Library Trustee development classes that are available to fill the requirement training per year.

NEW BUSINESS

Stasi Brothers Asphalt & Masonry

Mrs. Malhotra made the following motion:

BE IT RESOLVED, that the board accepts Stasi Brothers asphalt proposal to repair and reseal the parking lot at 169 Jerusalem Ave. in the amount of \$3,450, 2nd St. entrance \$1,450, and 120 2nd St in the amount of \$1,250. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Mr. Munozospina wants to make sure that the edges and corners are all sealed.

SavMor Mechanical Services, Inc.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board accepts SavMor Mechanical's proposal to replace the compressor unit CU-3 located at the Computer & Resource Center in the amount of \$7,321. Mrs. Malhotra seconded the motion and it was carried unanimously.

PROGRAM AND STAFF REPORTS

The board appreciated the staff reports received. Mr. Munozospina told Mr. Gangemella, how helpful the building reports are to the board and he would like the report every month. Mr. Munozospina would like Mr. Gangemella to visit the Computer & Resource Center on a weekly basis.

Mrs. Edwins discussed the potential of moving the Teen collection from the lower level to the main floor. Ms. Acosta, Mrs. Bach, and Mrs. Sutton are working together to plan programs for the Fall.

Mrs. D'Antonio asked Mrs. Edwins why the Health Mobile was cancelled and was informed that it was due to low enrollment. Mrs. Edwins will speak to Ms. Acosta about when the Book Club and Defensive Driving classes will be scheduled. Another service that the board is interested in are High School Prep Tests.

Mrs. Edwins will be speaking to the board at the next meeting about whether to begin charging fines for overdue books and fees for programs.

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the board approves Hicksville Gardens Civic Association's application for the use of the Kenneth S. Barnes Community Room for 2021. Mrs. Guida seconded the motion and it was carried unanimously.

COMMUNITY COMMENTS

PERSONNEL

1. Appointments: None
2. Resignations: None
3. Terminations: None
4. Retirements: None

EXECUTIVE SESSION

Mrs. Blitz, Mr. Gangemella, and Mr. Slatic, exited at 8:40 pm as the board entered executive session.

Mrs. Malhotra made the following motion at 8:40 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for the purpose of discussing real estate, collective bargaining, and legal issues.

Mrs. Guida seconded the motion and it was carried unanimously.

Mrs. D'Antonio made the following motion at 9:20 pm:

BE IT RESOLVED, that the meeting of the board of trustees move out of executive session. Mrs. Malhotra seconded the motion and it was carried unanimously.

Mrs. D'Antonio made the following motion at 9:21 pm:

BE IT RESOLVED, that the board with regard to the Civil Service eligible list, the Board of Trustees of the Hicksville Public Library authorizes and directs that the existing procedure of giving Hicksville residents preference will be replaced, pending Civil Service approval. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

FUTURE BOARD MEETING

The next board meeting will be held on Wednesday, August 18, 2021 at 7:30 pm.

ADJOURNMENT

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 9:22 pm. Mrs. Guida seconded the motion and it was carried unanimously.

Respectfully submitted:

Deborah Kwas