

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, DECEMBER 11, 2024
ADMINISTRATION BUILDING
7:30 P.M.

CALL TO ORDER

The meeting of the Hicksville Public Library Board of Trustees was called to order by President Joanne Curran Perrucci at 7:31 pm. Those present were: Mrs. D'Antonio (virtually) Mrs. Guida, Mrs. Blitz, Ms. Acosta, Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Strazzera (recording secretary). Mr. Munozospina was absent with prior notice.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

Ms. Acosta informed the board that the audit for the fiscal year ending 2024 has been completed. Mr. Coster will be at the January 15, 2025 board meeting to present the findings. Ms. Acosta also thanked Ms. Pichardo-Lloyd for her meticulous work in reviewing the audit before it was finalized.

Ms. Acosta shared that with the increased use of digital resources, patrons feel there needs to be improvement in the long wait times, shorter lending periods, and a larger collection size, reinforcing the need to allocate more money in the budget to accommodate the increase in usage.

The New York State Health Insurance Program rates were released, and the increase was nominal, below the projected increase for this year. Ms. Acosta stated in past years, we have seen much larger increases, so there is a continued need to budget conservatively.

The protective glass has been removed from the rest of the library, and the overall response has been positive. Patrons appreciate the increased ability to communicate without the glass.

An alarm has been installed on the Sterling Place emergency exit door of the administrative building, and permissions to use that door have been removed from all badges.

The main entrance inside door in front of the circulation desk will need to be replaced due to a broken ricket. Ms. Acosta is waiting for quotes to replace the current door with a sliding door.

The repair for the Community room partition has been rescheduled for the week of December 16.

Due to issues with the initial plans for the restroom, the opening bid has been delayed from the beginning of January to the beginning of February. Mark Designs will be in this week to double check the dimensions and location of pipes, and then update the drawings. The board requested that Ms. Acosta look into other architects to work on some of the other projects that need to be started.

Ms. Acosta is waiting to receive quotes from some furniture companies. In the meantime, Mrs. Curran Perrucci suggested reaching out to the manufactures that make the furniture to see which companies are actively using them.

The library would like to implement an online payment platform called Braintree, a PayPal company, to make it easier for patrons to sign up for programs. Mr. Tenenbaum suggested a resolution be made authorizing the use of Braintree as a form of payment.

Ms. Acosta attended the NLS Annual Meeting, where she met the newly elected NLS trustee, Joshua Smith, for our Area 9, and also had the chance to hear David Vinjamuri speak briefly on how to analyze library space. This was the third time she's seen his presentation and takes away something new each time. Mr. Vinjamuri's approach to marketing libraries and space planning comes from his retail merchandising background. He does offer libraries consultation and staff training, at a cost. The board asked Ms. Acosta to look into whether other libraries have used him and whether they found his services beneficial.

TREASURER'S REPORT

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the Treasurer's Report dated November 30, 2024. Mrs. Blitz seconded the motion and it was carried unanimously.

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the transfer of \$34,350.00 from the First National Capital Account to the TD Bank General Account retroactive to October 3, 2024. Mrs. Blitz seconded the motion and it was carried unanimously.

LEGAL

Item to be discussed in executive session.

APPROVAL OF MINUTES

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves the minutes of the November 13, 2024 regular board meeting as presented. Mrs. Guida seconded the motion and it was carried unanimously.

PETTY CASH

SECRETARY'S REPORT

Mrs. Blitz made the following motion:

BE IT RESOLVED, that the board authorizes the payment of Warrant #772 ending November 30, 2024 in the amount of \$491,364.99 including checks numbered 5760 through 5875, Utilities in the amount of \$4,872.42, Petty Cash in the amount of \$62.65 with a total amount of \$496,300.06 from the TD Bank demand account. Mrs. Guida seconded the motion and it was carried unanimously.

Mrs. Blitz 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 \$155,521.10, FICA and Medicare \$11,897.37, for a total of \$167,418.47 for the month ending November 30, 2024. Mrs. Guida seconded the motion and it was carried unanimously.

OLD BUSINESS

The board packet contained an estimate for the equipment needed to update the Community Room's audio/visual equipment from Astoria Communication. They suggested we get comparative quotes in order to move forward on the project.

CORRESPONDENCE

NEW BUSINESS

Snow Removal

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves Greens Keepers of Nassau Inc.'s snow removal proposal for the main library and the administration building for the winter season 2024-2025. Mrs. Blitz seconded the motion and it was carried unanimously.

Seed Library Policy

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the revision of the Seed Library Policy and Liability Waiver (currently known as Policy #52) as presented. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Nassau County Civil Service N.C Residency Requirement

Ms. Acosta discussed the challenges of hiring librarians in Nassau County due to a shrinking pool of candidates and difficulty filling positions. The Nassau Library System (NLS) and local library directors have met with the Civil Service Commission to propose eliminating the residency requirement for professional library titles (librarians, assistant directors, and directors). The board agrees to support the proposal to help streamline the hiring process and attract a broader range of candidates.

COMMUNITY COMMENTS

PERSONNEL

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

PROGRAM AND STAFF REPORTS

The board appreciated all the staff reports that were received.

EXECUTIVE SESSION

Ms. Pichardo-Lloyd and Mrs. Strazzera exited as the board entered executive session.

Mrs. Curran Perrucci made the following motion at 8:15 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for the purpose of discussing legal matters pertaining to collective bargaining and matters pertaining to a particular employee. Mrs. Guida seconded the motion and it was carried unanimously.

Mrs. Curran Perrucci made the following motion at 9:02 pm:

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

FUTURE BOARD MEETINGS

Mrs. Guida made the following motion:

BE IT RESOLVED, that the January meeting of the board of trustees be moved to Wednesday, January 15, 2025 at 7:30 pm. Mrs. Blitz seconded the motion and it was carried unanimously.

Mrs. Guida made the following motion:

BE IT RESOLVED, that the February meeting of the board of trustees be moved to Thursday, February 13, 2025 at 7:30 pm, since Wednesday, February 12, 2025 is a holiday. Mrs. Blitz seconded the motion and it was carried unanimously.

ADJOURNMENT

Mrs. Guida made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 9:06 pm. Mrs. Blitz seconded the motion and it was carried unanimously.

Respectfully submitted:

Carmela Strazzera