

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, JUNE 11, 2025
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 7:30 pm. Those present were: Mrs. D'Antonio, Mrs. Blitz, Mr. Munozospina, Ms. Acosta (director), Mrs. Sutton (assistant director), Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Strazzera (recording secretary). Also present were Mr. Joe Gangemella and Ms. Margaret Breiman. Joining via zoom were Ms. Amanda DeLisi (zoom monitor). Mrs. Guida was absent with prior notice.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

Ms. Acosta shared that the privacy booths are underway. The staff has cleared the space, and Joe did a great job dismantling everything and patching and painting the wall. The Pillar Booths are set to be delivered to the installer this week, and we're aiming to schedule installation as early as the week of June 16.

Ms. Acosta reached out to Kropp for new DVD shelving. She plans to have different options available for the next board meeting.

Ms. Acosta briefly touched on the AccuData Payroll proposal, that was included in the board packet, which shows a significant cost difference compared to ADP. Given the ongoing issues with ADP—particularly around retirement reporting—it would be beneficial to switch to AccuData, whose system is specifically designed to handle retirement reports efficiently.

Ms. Acosta requested bullet aid from Senator Rhodes and Assemblyman Blumencranz. While Senator Rhodes' office has no funds available this year, they offered to help identify alternative grant opportunities.

Ms. Acosta discussed the rising costs and decreasing benefits of museum passes. The Long Island Children's Museum is reducing its pass from four people to two and switching from physical to print-on-demand, which allows more frequent checkouts but creates challenges for families. Attempts to negotiate with the museum have been unsuccessful. Additionally, Harbes plans to revert from print-on-demand to a physical pass, citing pass misuse. Directors argue that

this change violates prior agreements. Harbes has also changed from offering free passes to discounted ones. Despite these setbacks, we plan to continue working with these institutions.

Ms. Acosta pointed out the stairwell near the community room entrance has peeling paint, rotting wood paneling and damage from past leaks. The area is in poor condition and in need of full repair. A proposal for the repairs was submitted at approximately \$14,000, with a possible reduction depending on the extent of the damage once the walls are opened. More proposals are being collected, with final discussions planned for the July meeting.

Ms. Acosta reported ongoing activity within the library walls, with traps set to catch what may be either a squirrel or mice. If the sounds persist, the walls may need to be opened to investigate further. In the meantime, staff are taking preventative measures to ensure all food is kept in designated areas and the library remains clean and well maintained.

Ms. Acosta welcomed Marie Sutton to the administrative team and expressed appreciation for her contributions. Regarding the account clerk position, Ms. Acosta explained that the candidate who initially accepted the offer later declined, and the eligibility list has since expired. As a result, it will be necessary to recanvas for candidates.

TREASURER'S REPORT

Mrs. Curran Perrucci asked why interest income exceeded expectations, and Ms. Acosta explained the income budget is conservatively set due to uncertain rates, which were recently raised for next year. Mrs. Curran Perrucci also inquired about fines and fees, which Ms. Acosta said come from lost or damaged materials and fines for lost library passes. Mr. Munozospina raised concerns about uneven spending in the collection budget, with most purchases occurring near the fiscal year's end, potentially causing last-minute rushes and missed opportunities. Ms. Acosta responded that while large foreign-language book purchases come in batches due to translation needs, the adult budget is generally managed well and balanced throughout the year.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board approves the Treasurer's Report dated May 31, 2025. Mr. Munozospina seconded the motion and it was carried unanimously.

Treasury Services

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board approves Aimee Pichardo-Lloyd's proposal for treasury services effective July 1, 2025 through June 30, 2026 in the amount of \$1,350 per month as presented. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

LEGAL

An item for executive session.

Attorney Services (Jaspan Schesinger Narendran LLP)

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board approves Jaspan Schlesinger Narendran LLP's agreement for attorneys' services 2025-2026 with an increase of \$500 to the annual retainer for general legal services (to \$12,5000) and a \$5.00 increase in the hourly rate from \$240 to \$245 for attorneys and \$140 to \$145 for paralegals for the upcoming year, effective July 1, 2025 through June 30, 2026, as presented. Mrs. Blitz seconded the motion and it was carried unanimously.

APPROVAL OF MINUTES

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board approves the revised minutes of the May 21, 2025 regular board meeting as presented. Mrs. Curran Perrucci 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 #778 ending May 31, 2025 in the amount of \$223,030.03 including checks numbered 6246 through 6359, Utilities in the amount of \$6,703.23, Petty Cash in the amount of \$23.80, with a total amount of \$229,757.06 from the TD Bank Demand Account. Mrs. Curran Perrucci 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, Trust and Agency account with a monthly gross payroll of \$147,975.40, FICA and Medicare \$11,320.11, for a total of \$159,295.51 for the month ending May 31, 2025. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

OLD BUSINESS

CORRESPONDENCE

Two incident reports and a suspension letter were included in the board packet and will be discussed in executive session.

FYI

NEW BUSINESS

NLS Memorandum of Organization

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the Board approves the proposed amendments as submitted to the NLS Memorandum of Organization Ballot Vote. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Summer Reading & Community Garden Donations

Mrs. Blitz made the following motion:

BE IT RESOLVED, that the Board accepts the Summer Reading & Community Garden Donations. Mrs. D'Antonio seconded the motion and it was carried unanimously.

IKEA Donation

After discussing the potential car donation from IKEA, the Board decided not to accept the donation. Ms. Acosta will contact IKEA to convey the Board's response: "Thank you, but no thank you."

Disposal of Equipment and Fixtures

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board of Trustees of the Hicksville Public Library is in possession of the following property, which is obsolete and of no value and/or use to the Library hereby declared surplus:

Computer Equipment

HP LaserJet Pro M404dw – PHDGB17028

LG Chrome PC – 509NYGY9G511

Lenovo Idea Center – PD23000TR10

Fixtures

Book Stacks – 10 sections of 90" high stacks with accompanying adjustable shelving and canopy tops.

Book Stacks – 2 sections of 82" high stacks with accompanying adjustable shelving and canopy tops.

BE IT RESOLVED, that the Board of Trustees of the Hicksville Public Library hereby authorize the disposal of such property, as appropriate and provided by law. Mrs. Curran Perrucci seconded the motion and it was carried unanimously

SavMor Mechanical Services Inc.'s Maintenance Agreement

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the Board approves SavMor Mechanical Services Inc.'s Maintenance Renewal Agreement proposal for cooling and heating services beginning July 1, 2025 in the amount of \$6,715.00 (with no increase from the prior year) as presented. Mrs. D'Antonio seconded the motion and it was carried unanimously.

AccuData Payroll, Time and Attendance Proposal

The Board reviewed and compared the current payroll and timekeeping services provided by ADP to a new proposal from AccuData. The Board acknowledged the cost savings and operational improvements with AccuData and showed general support for transitioning to the new system, subject to termination provision.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board accepts AccuData's payroll, time and attendance proposal, subject to appropriate termination provisions. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Privacy Booth Policy

Tabled for executive session.

July Board Meeting

The Board discussed moving the July board meeting due to time constraints.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board move the July board meeting for 2025 from July 9 to July 16. Mr. Munozospina seconded the motion and it was carried unanimously.

COMMUNITY COMMENTS

The Board congratulated and welcomed Mrs. Margaret Breiman to the Board.

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, Mr. Gangemella, Mrs. Breiman, Ms. DeLisi, and Mrs. Strazzera exited as the Board entered executive session.

Mrs. D'Antonio made the following motion at 8:22 pm:

BE IT RESOLVED, that the meeting of the Board of Trustees move into executive session to discuss Director and Assistant Director terms and conditions of employment, personnel related to unaffiliated and confidential employees, the privacy booth policy, incident reports and an item specific to legal. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Mrs. Curran Perrucci made the following motion at 9:28 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.

Privacy Booth Policy (cont.)

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the Board adopts the Privacy Booth Policy with suggested revisions. Mrs. Blitz seconded the motion and it was carried unanimously.

PERSONNEL (cont.)

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the Board approves a salary increase of 2.5% for the unaffiliated/confidential employees: Carmela Strazzera, and Dorothy Nisbett effective July 1, 2025. Mrs. D'Antonio seconded the motion and it was carried unanimously.

FUTURE BOARD MEETING

The next meeting of the Board of Trustees will be held on Wednesday, July 16, 2025 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 9:37 pm. Mr. Munozospina seconded the motion and it was carried unanimously.

Respectfully submitted: Carmela Strazzera