The 801st Meeting of the Board of Trustees of the Elmont Public Library, Elmont Union Free School District, Town of Hempstead, Nassau County, New York was held at the Elmont Public Library on May 24, 2018.

CALL TO ORDER/EXECUTIVE SESSION
The Meeting was called to order by Mr. Livingstone Young, President, at 7:35pm.

MEMBERS PRESENT:  
Mr. Livingstone Young, President  
Ms. Gina Burnett, Vice President  
Ms. Ellice Bekier  
Ms. Monique Hardial  
Ms. Mimi Pierre-Johnson  
Ms. Tammie Williams

MEMBERS ABSENT:  
Mr. Patrick Nicolosi (prior notice given)

ALSO PRESENT:  
Ms. Nadine Spano, Librarian in Charge  
Mr. Frank Marino, Advanced Consulting Corp.  
Tom Volz, Esq., Board Attorney  
Ms. Catherine Antioco, Library Board Clerk

PUBLIC:  
See sign-in sheet.

Ms. Burnett moved to go in to Executive Session at 7:15pm to discuss personnel and legal matters. Seconded by Ms. Williams.

Unanimously carried.

The Board reconvened in to Public Session at 7:40pm.

SALUTE TO THE FLAG
PUBLIC
Agenda Items Only
No comments.

Meeting Room/Theatre Requests
There were no meeting room or theatre requests that required Board action.

APPROVAL OF THE MINUTES
Minutes of the Meeting of April 26, 2018
The minutes were accepted as presented.

FINANCE
Credit Card Report

Ms. Burnett moved to approve the Credit Card Expense Report for the Billing Cycle April 4, 2018 to April 30, 2018 in the amount of $1,297.56. Seconded by Ms. Bekier.

Discussion followed.

Ms. Burnett moved to table approval of the Credit Card Expense Report. Seconded by Ms. Bekier.

Unanimously carried.

Treasury Warrants

Ms. Burnett moved to approve Treasury Warrant #2435 dated April 25, 2018 (Payroll Warrant) in the amount of $92,591.23. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2439 dated May 9, 2018 (Payroll Warrant) in the amount of $55,302.38. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant 2442 dated June 1, 2018 (Board Appointees’ Warrant) in the amount of $11,564.74. Seconded by Ms. Bekier.

Unanimously carried.
REPORT OF LIBRARIAN-IN-CHARGE
Ms. Buccilli Spano reported.

She highlighted items in her report which was in the Board’s possession including programs offered in the Childrens’ Department, Young Adult Department and Adult Department, including programs held in the Theatre.

She gave statistics for technology and items affecting circulation. Among other things, the Library participated at the first Family Fun Day at Belmont Racetrack, University Days at Dutch Broadway and New Americans Welcome Fair that was hosted by the Valley Stream School District.

The Library newsletter has been mailed.

Ms. Buccilli Spano and two staff members attended the Long Island Library Conference on May 3rd (Reports from that Conference are annexed hereto).

At this time, Ms. Hardial was excused.

ADVANCED CONSULTING CORPORATION REPORT
Mr. Marino reported.

The LED re-lamping project is going according to schedule.

Results of the voting for the Library Budget is annexed hereto.

Although we thought all the work was completed for the $125,000 grant for the teen multi-purpose area, DASNY came up with another minor item that needed to be addressed. That has been resolved.

Scholarship essays are in and the committee will review them on May 19th.

There are adequate funds in the Library’s reserve so that we do not have to request borrow any monies from the School District in anticipation of tax revenues.

As part of the yearly fire sprinkler test, the Nassau County Fire Marshall has implemented a five-year functionality test at a fee of $550.00. Mr. Marino is trying to find out if a public entity should have to pay that fee.
Follow up on prior discussions regarding the possibility of creating a new restroom in the basement,

Ms. Burnett moved to hire H2M Architects and Engineers for a fee of 10% of construction costs to design and file plans to construct a restroom in the Library’s basement at a total cost estimated at $80,000. Seconded by Ms. Pierre Johnson.

Unanimously carried.

LEGAL
Mr. Volz reported.
Other than personnel matters discussed in Executive Session, Mr. Volz had nothing to report.

COMMITTEE REPORTS
Scholarship Committee

Ms. Burnett moved as follows: Resolved that the Board of Trustees hereby authorizes the Scholarship Committee to award two scholarships, each in the amount of $2,000.00 to be awarded to two qualified applicants from the applications submitted. Seconded by Ms. Bekier.

Unanimously carried.

NEW BUSINESS

Ms. Burnett moved as follows: Resolved that the Board of Trustees hereby approves the Agreement for Nadine Buccilli Spano to serve as Librarian-In-Charge as of April 27, 2018 and authorizes the Board President to execute the Agreement on behalf of the library. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Buccilli Spano was requested to use all forms of advertising for the Library, including media outreach.

Discussion regarding a voter registration drive and how that can be accomplished at the Library.

OLD BUSINESS
There was no unfinished business for the Board’s consideration.
OTHER

Ms. Burnett moved to approve Treasury Warrant 2441 dated May 24, 2018 in the amount of 44,107.94. Seconded by Ms. Bekier.

Unanimously carried.

PUBLIC

There was no public participation.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Trustees will be held on June 28, 2018 at 7:00 p.m. If necessary, the Board will immediately convene into Executive Session and reconvene into public session at 7:30 p.m.

Ms. Pierre Johnson moved to adjourn at 8:45 p.m. Seconded by Ms. Williams.

Unanimously carried.

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Respectfully submitted,

Catherine Antioco, Library Board Clerk