The 797th 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 January 25, 2018.

CALL TO ORDER/EXECUTIVE SESSION
The meeting was called to order by Livingstone Young, President, at 7:10pm.

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. Pat Nicolosi (prior notice given)

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

PUBLIC:          See attached sign-in sheet.

       Ms. Williams moved to go into Executive Session at 7:10pm to discuss personnel and legal matters. Seconded by Ms. Hardial.

       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
Ms. Claudine Cox, representing Redz, Inc., addressed the Board. The purpose of Redz is to eradicate illiteracy and improve education. After a brief discussion,

Ms. Burnett moved to approve the meeting room application of Retz, Inc. To meet once a month, based on availability. Seconded by Ms. Bekier.

Unanimously carried.

APPROVAL OF THE MINUTES
Minutes of the Meeting of December 28, 2017
The minutes were accepted as presented.

FINANCE

Credit Card Report

Ms. Burnett moved to approve the Credit Card Expense Report for the Billing Cycle December 4, 2017 to January 4, 2018 in the amount of $1,251.86. Seconded by Ms. Bekier.

Unanimously carried

Treasury Warrants

Ms. Burnett moved to approve Treasury Warrant #2420 dated January 3, 2018 (Payroll Warrant) in the amount of $5,579.71. Seconded by Ms. Bekier

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2421 (Payroll Warrant) dated January 17, 2018 in the amount of $76,045.97. Seconded by Ms. Bekier.

Unanimously carried.
Ms. Burnett moved to approve Treasury Warrant #2422 dated January 25, 2018 (Bill Warrant) in the amount of $123,060.46. Seconded by Ms. Bekier.

Unanimously carried.

Ms. Burnett moved to approve Treasury Warrant #2424, dated January 1, 2018 (Board Appointees’ Warrant) in the amount of $11,564.74. Seconded by Ms. Bekier.

Unanimously carried.

REPORT OF LIBRARIAN-IN-CHARGE
Ms. Marin reported

She highlighted items in her report including some of the 77 departmental programs offered throughout the Library with a total of 1,463 attendees. Of note was a Star Wars event with 145 participants. We presently are housing a Star Lab traveling exhibit from the Cradle of Aviation museum.

The theatre hosted 113 programs with 2,343 attendees.

Nassau County Legislator Carrie Solages hosted a meeting with 145 persons in attendance.

Circulation of Library materials amounted to 18,809 items during the month of December.

One hundred eleven (111) new library cards were issued.

The new library web site was unveiled on January 3rd and the staff is attending workshops to familiarize themselves with the program.

Ms. Marin requested permission to attend the Public Library Association conference in Philadelphia.

Ms. Burnett moved to approve Ms. Marin’s attendance at the Public Library Association 2018 conference in Philadelphia from March 21 to March 24, 2018 at a cost not to exceed $1,431.00 which includes lodging, travel, food and registration. Seconded by Ms. Bekier.

Unanimously carried.
ADVANCED CONSULTING CORPORATION REPORT
Mr. Marino reported.

We are in receipt of the LED lamps for the parking lot pole lighting.

Drafting of the 2018/2019 budget is underway and will be available for the February meeting.

The 2018 renewal insurance policies were delivered and are in the process of being reviewed.

The new accounting system (QuickBooks) is being used and Ms. Seward is training her back-up, Ms. Giurlanda in its operation.

This year’s scholarship fund raiser shows in the theatre will be Cinderella, Aladdin and Little Red Riding Hood and will be performed during the February, March and April school recess periods.

Brief discussion regarding the current tablets, which have had many glitches, with iPads.

Ms. Burnett moved to purchase seven (7) new iPads at a cost of $329.00 each totalling $2,303.00. Seconded by Ms. Bekier.

Unanimously carried.

LEGAL
Other than that which was discussed in Executive Session, Mr. Volz had nothing to report.

NEW BUSINESS
A “Toolkit to Create Friends Groups....” was provided to the Trustees. Discussion followed. In the past, although there have been many patrons willing to volunteer to work together to benefit the Library, it has been difficult to find a patron willing to take charge.

OLD BUSINESS
The issue that had been raised by a patron regarding lighting near the theatre entrance has been looked into and addressed.

PUBLIC
Ms. Maria Brady asked a question about interior lighting and any possible rebates from PSE&G if we change to LED lighting. Mr. Marino explained it has been looked into, but there is not enough of a savings for us to change to LED as PSE&G would only offer us a rebate but not pay for the entire retrofitting that would be necessary to change the lighting, so it would not be cost effective at this time.
ADJOURNMENT
The next regularly scheduled meeting of the Board of Trustees will be held on February 22, 2018. If necessary, the Board will immediately convene into Executive Session and reconvene into public session at 7:30 p.m.

Ms. Burnett moved to adjourn at 8:10 p.m. Seconded by Ms. Pierre Johnson.

Unanimously carried.

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Respectfully submitted,

Catherine Antico, Library Board Clerk