

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
COPIAGUE MEMORIAL PUBLIC LIBRARY
held January 25, 2023
Copiague Memorial Public Library, 50 Deauville Boulevard, Copiague, New York**

Present:

Christopher R. O’Connell, President
Joanne C. Kirshner, Vice President
Artie Martin, Trustee
Kenneth S. Miller, Director
Mary Ann Friend, Business Manager
B’Ann P. Roth, Secretary
Diana Stein, Treasurer

I. CALL TO ORDER

The meeting was called to order by Christopher R. O’Connell at 6:00 p.m.

II. PLEDGE OF ALLEGIENCE

III. APPROVAL OF MINUTES

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board approved the minutes of the regular meeting held December 21, 2022.

IV. APPROVAL OF BILLS

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board approved Warrant No. 414 for payment.

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board approved Warrant No. C-123 for payment.

V. FINANCIAL REPORT

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board approved the December Financial Report.

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board authorized the following transfers:

- \$160,000.00 from the First National Bank of Long Island (FNBLI) Money Market Account to the FNBLI Operating Account to cover the cost of Warrant No. 414.
- \$160,000.00 from the FNBLI Money Market Account to the FNBLI Payroll Account to cover the payroll for the periods ending February 4, 2023 and February 18, 2023.
- \$200,000.00 from the FNBLI Money Market Account to the TD Bank Capital Account for Capital fund cash flow.

VI. CORRESPONDENCE

A. BOARD

The Library received a letter from Our Lady of Assumption's Outreach thanking the Library staff for their generous donation of food to their food pantry.

The Library received a letter from Long Island Cares, Inc, The Harry Chapin Food Bank gratefully acknowledging receipt of 2,083 pounds of food received in 2022.

B. DIRECTOR

VII. OLD BUSINESS

Director Kenneth Miller and Business Manager Mary Ann Friend updated the Board on the Library's ongoing renovation project.

VIII. NEW BUSINESS

On a motion by Artie Martin, seconded by Joanne C. Kirshner, voted on and carried unanimously, Board authorization was given for Kenneth S. Miller to attend the 2023 Computers in Libraries Conference in Arlington, VA From March 27-31, 2023 at a cost not to exceed \$3,000.00. Cost includes airline flight, conference registration, hotel accommodations and meals per diem.

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board approved engaging The Sign Shop Inc., 149 Pennsylvania Ave., Lindenhurst, NY, to provide and install signage, lettering and diffusion vinyl for the Library's meeting rooms, MakerSpace and Adult Reference office at a cost not to exceed \$900.00.

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board authorized the donation of five wooden media cabinets to neighboring libraries (Sayville, Brentwood and Bay-Blue Point). The value of the media cabinets was \$1,386.90.

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the Board approved the purchase of the following furniture for the Makerspace from KI International, 1330 Bellevue St., Green Bay, WI, at a cost not to exceed \$10,000.00:

- Two activity tables
- Three equipment tables with storage
- Two storage cabinets
- Ten stackable chairs
- Two stools

On a motion by Artie Martin, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved the Budget/Trustee Vote Calendar (copy attached).

A draft of the 2023/2024 Library Budget was distributed for review.

IX. COMMENTS FROM VISITORS

A resident thanked the Board after observing the meeting.

X. EXECUTIVE SESSION

The Board entered into Executive Session at 6:40 p.m. and resumed the regular meeting at 7:30 p.m.

XI. ADJOURNMENT

On a motion by Joanne C. Kirshner, seconded by Artie Martin, voted on and carried unanimously, the meeting was adjourned.

MEETING ADJOURNED: 7:35 p.m.

Respectfully submitted,

B'Ann P. Roth, Secretary

Next regular meeting of the Board of Trustees: Wednesday, February 22, 2023 at 6:00 p.m.