

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
COPIAGUE MEMORIAL PUBLIC LIBRARY
held February 22, 2023
Copiague Memorial Public Library, 50 Deauville Boulevard, Copiague, New York**

Present:

Christopher R. O’Connell, President
Joanne C. Kirshner, Vice President
Edward I. Mutchnick, Secretary/Treasurer
Heather A. Sattler, Trustee
Artie Martin, Trustee
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 Artie Martin, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved the minutes of the regular meeting held January 25, 2023.

IV. APPROVAL OF BILLS

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved Warrant No. 415 for payment.

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved Warrant No. C-124 for payment.

VI. FINANCIAL REPORT

On a motion by Joanne C. Kirshner, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved the January Financial Report.

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

- \$130,000.00 from the First National Bank of Long Island (FNBLI) Money Market Account to the FNBLI Operating Account to cover the cost of Warrant No. 415.
- \$160,000.00 from the FNBLI Money Market Account to the FNBLI Payroll Account to cover the payroll for the periods ending March 4, 2023 and March 18, 2023.

VI. CORRESPONDENCE

A. BOARD

B. DIRECTOR

VII. OLD BUSINESS

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

VIII. NEW BUSINESS

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved the proposed Library Budget for fiscal 2023-2024 (copy attached).

On a motion by Edward I. Mutchnick, seconded by Artie Martin, voted on and carried unanimously, the Board approved the change orders that net to \$11,865.00 to R&D Carpet & Tile Corp., 72 Rome St., Farmingdale, NY. These changes result from the expansion of the LVT (luxury vinyl tile) to a larger area in front of the Circulation desk, an expansion of the walk-off carpet tile area for the front entrance, additional floor prep required in the lobby corridor for the LVT Installation, and greater than expected attic stock.

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, 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 of \$10,055.04:

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

On a motion by Edward I. Mutchnick, seconded by Artie Martin, voted on and carried unanimously, the Board approved the purchase of a Glowforge Plus 3D laser printer, air filtering unit and one-year service plan from Glowforge, Inc., 1938 Occidental Ave., Seattle WA at a cost of \$7,790.00 for the equipment and \$239.00 for a one-year service plan.

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved the purchase of four (4) Aruba 48G Class 4 POE 4SFP+ switches from Laketec Communications, Inc., 27881 Lorain Rd., North Olmsted, OH at a cost of \$11,562.72 for equipment and \$2,904.96 for three-year service contracts for all four switches.

On a motion by Heather A. Sattler, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved engaging Johnson Controls Security Solutions, 500 Bi County Blvd., Farmingdale, NY to provide and install three (3) indoor fixed minidome cameras, with AXIS People Counter software, at designated locations in the lobby, and to move one camera from the lobby to the kitchen at a cost of \$5,657.45 for the equipment and installation, and an annual maintenance charge for the three new cameras of \$320.00.

On a motion by Artie Martin, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved the purchase of two (2) XLERATOReco Hand Dryers from Briter Sales LLC., 21 Brady Blvd., Lake Hopatcong, NJ at a cost of \$1,130.00.

On a motion by Christopher R. O'Connell, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved the 2022 Report for Public and Association Libraries (copy attached).

On a motion by Heather A. Sattler, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board accepted the resignation of full-time Librarian I (Children's Services) Nicole Basil, effective March 3, 2023.

IX. COMMENTS FROM VISITORS

X. EXECUTIVE SESSION

The Board entered into Executive Session at 6:40 p.m. and resumed the regular meeting at 6:45 p.m.

XI. ADJOURNMENT

On a motion by Joanne C. Kirshner, seconded by Heather A. Sattler, voted on and carried unanimously, the meeting was adjourned.

MEETING ADJOURNED: 6:55 p.m.

Respectfully submitted,

B'Ann P. Roth, Secretary

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