

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
COPIAGUE MEMORIAL PUBLIC LIBRARY
held May 24, 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
Artie Martin, Trustee
Kenneth S. Miller, Director
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 ALLEGIANCE

III. APPROVAL OF MINUTES

On a motion by Edward I. Mutchnick, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved the minutes of the regular meeting held April 26, 2023.

IV. APPROVAL OF BILLS

On a motion by Edward I. Mutchnick, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved Warrant No. 418 for payment.

On a motion by Edward I. Mutchnick, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved Warrant No. C-127 for payment.

V. FINANCIAL REPORT

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

- \$120,000.00 from the First National Bank of Long Island (FNBLI) Money Market Account to the FNBLI Operating Account to cover the cost of Warrant No. 418.
- \$210,000.00 from the FNBLI Money Market Account to the FNBLI Payroll Account to cover the payroll for the periods ending May 27, 2023, June 10, 2023 and June 24, 2023.

VI. CORRESPONDENCE

A. BOARD

None.

B. DIRECTOR

None.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

On a motion by Joanne C. Kirshner, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved engaging Appraisal Affiliates, Inc. 249-02 Jericho Turnpike, Suite 203, Floral Park, NY, to furnish a Capital Asset Depreciation Report and Replacement Cost Report as of June 30, 2023 at a cost of \$1,000.00.

The updated Sexual Harassment Policy was distributed for promulgation (copy attached).

On a motion by Joanne C. Kirshner, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board accepted the donation of a painting to the Library from patron Mona Kelly.

On a motion by Artie Martin, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved the resignation of part-time Library Clerk Santa Ginsberg, effective May 27, 2023.

On a motion by Artie Martin, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved the appointment of Sharon Thompson as part-time Library Clerk, Step 1, at an hourly rate of \$18.72, effective June 5, 2023.

On a motion by Artie Martin, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved the appointment of Jaimee Manicone as part-time Library Clerk, Step 1, at an hourly rate of \$18.72, effective June 5, 2023.

On a motion by Joanne C. Kirshner, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved converting the full-time Librarian I opening on the Organizational Chart to two part-time Librarian I positions.

On a motion by Artie Martin, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved the appointment of Laura Harper as part-time Librarian I, Step 1, at an hourly rate of \$36.66, effective June 5, 2023.

On a motion by Edward I. Mutchnick, seconded by Artie Martin, voted on and carried unanimously, the Board approved the appointment of Gregory Thayer as part-time Librarian I, Step 1, at an hourly rate of \$36.66, effective June 7, 2023.

IX. COMMENTS FROM VISITORS

None.

X. DIRECTORS REPORT

Trustee training was set up tentatively for June 7th, 2023. Training opportunities at the Suffolk Cooperative Library System were also discussed.

An analysis of the Copiague Library district and cardholders was presented to the Board.

The Board was updated on our Sustainable Libraries Certification process, with an expected completion date this summer.

The Board was updated on the new Children's Room aquarium, vending machines, community vegetable garden and Trex bench/recycling challenge.

The Library has been awarded a \$5,000.00 "bullet grant" from the office of New York State Senator Monica Martinez. Requests for additional grant monies have been made to the offices of New York State Senator Alexis Weik and Assemblywoman Kimberly Jean-Pierre.

XI. EXECUTIVE SESSION

The Board entered into Executive Session at 6:45 p.m. and resumed the regular meeting at 6:55 p.m.

XII. ADJOURNMENT

On a motion by Edward I. Mutchnick, seconded by Artie Martin, voted on and carried unanimously, the meeting was adjourned.

MEETING ADJOURNED: 7:00 p.m.

Respectfully submitted,

B'Ann P. Roth, Secretary

Next regular meeting of the Board of Trustees: Wednesday, June 28, 2023 at 6:00 p.m.