

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
COPIAGUE MEMORIAL PUBLIC LIBRARY
held March 26, 2025
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
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 6:10 p.m.

II. PLEDGE OF ALLEGIENCE

III. APPROVAL OF MINUTES

On a motion by Joanne C. Kirshner, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board approved the minutes of the regular meeting held February 26, 2025.

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. 440 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-146 for payment.

V. FINANCIAL REPORT

On a motion by Heather A. Sattler, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board approved the February Financial Report.

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

- \$90,000.00 from the First National Bank of Long Island (FNBLI) Money Market Account to the FNBLI Operating Account to cover the cost of Warrant No. 440.
- \$180,000.00 from the FNBLI Money Market Account to the FNBLI Payroll Account to cover the payroll for the periods ending March 29, 2025 and April 12, 2025.

VI. CORRESPONDENCE

A. BOARD

A letter was received from Babylon Town Councilman Terence McSweeney thanking the Library for our donation and participation in the Kindness Challenge Book Drive in support of P.S. I Love You Day.

B. DIRECTOR

None.

VII. OLD BUSINESS

The tree trimming was completed on March 21, 2025.

VIII. NEW BUSINESS

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved the appointment of Baldessari & Coster, LLP to perform the certified audit of the Library's financial statements for the fiscal year ending June 30, 2025 and other related services, at a cost of \$12,950.00.

On a motion by Heather A. Sattler, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board accepted a donation of \$2,200.00 from the Friends of the Copiague Public Library to sponsor the following:

- Two craft programs – \$1,100.00
- A Little Free Library - \$600.00
- Passes to Town of Babylon town beaches and pools - \$500.00.

The updated Online Banking Policy was distributed for promulgation (copy attached).

On a motion by Edward I. Mutchnick, seconded by Joanne C. Kirshner, voted on and carried unanimously, Board authorization was given for Director Kenneth S. Miller to attend the 2025 Spring on the Hill Library Advocacy conference in Albany, N.Y. from May 19-20, 2025 at a cost not to exceed \$500.00.

On a motion by Edward I. Mutchnick, seconded by Joanne C. Kirshner, voted on and carried unanimously, Board authorization was given for Director Kenneth S. Miller to attend the 2025 American Library Association Conference in Philadelphia, PA. from June 26-30, 2025 at a cost not to exceed \$2,800.00.

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board approved the change of Library hours on Saturdays to 9:00 a.m.- 5:00 p.m. beginning in June.

On a motion by Edward I. Mutchnick, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board authorized the engagement of Giannini Landscaping, PO Box 854, Lindenhurst, NY to furnish and plant a variety of shrubs, perennial plants, and annual flowers in the beds adjacent to the front walkway and in a new bed at the south end of the driveway; to add topsoil and plant grass plants along the north fence; to mulch all beds; and to add grass seed to bare dirt in selected sections at a cost of \$25,126.00.

On a motion by Heather A. Sattler, seconded by Joanne C. Kirshner, voted on and carried unanimously, the Board authorized the engagement of Giannini Landscaping, PO Box 854, Lindenhurst, NY to furnish and plant a variety of shrubs and perennial plants in a new bed along the north side of the building; to remove a tree at the northwest corner of the lawn; and to mulch the bed at a cost of \$8,830.00.

On a motion by Heather A. Sattler, seconded by Edward I. Mutchnick, voted on and carried unanimously, the Board authorized the purchase of two eight-foot Madison benches from Tree Top Products, 222 State St., Batavia, IL at a cost of \$3,348.67.

On a motion by Edward I. Mutchnick, seconded by Heather A. Sattler, voted on and carried unanimously, the Board authorized the engagement of Matas Paving & Sealcoating Inc., 10 East 9th St., Huntington Station, NY to furnish and install two speed bumps, each 21 ft long by 6 feet wide by 3 inches high, at a cost of \$3,800.00.

On a motion by Edward I. Mutchnick, seconded by Artie Martin, voted on and carried unanimously, the Board authorized the engagement of R&D Carpet & Tile Corp., 72 Rome St., Farmingdale, NY to furnish and install Tarkett Latitude LV tile and Milliken Obex Walk Off carpet tile for the staff entranceway and hallway at a cost not to exceed \$16,000.00. Cost to include rip up and disposal of existing tile, floor prep, and installation of vinyl cove base.

IX. COMMENTS FROM VISITORS

None.

X. EXECUTIVE SESSION

The Board entered into Executive Session at 6:45 p.m. and resumed the regular meeting at 6:50 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: 7:00 p.m.

Respectfully submitted,

B'Ann P. Roth, Secretary

Next regular meeting of the Board of Trustees: Wednesday, April 23, 2025 at 3:00 p.m.