

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY BOARD OF TRUSTEES APRIL 11, 2022

CALL TO ORDER

Ms. Jacobson called the meeting to order at 7:07 PM via Zoom.

Present were: Ms. Jacobson, Ms. Cole, Ms. Dolowich, Mr. Cheung, Ms. Ames, Mr. Trunciale, Ms. Cinquemani, and Ms. Medina.

Also present: Jericho Library patron Mr. Larry Weinstock. Jericho Library patron Mr. Peter Hsu entered the meeting at 7:23 PM.

PUBLIC HEARING

There is a 3-minute time limit per individual in each period. The Board of Trustees welcomed Mr. Weinstock to the meeting.

MINUTES

- A. On a motion made by Ms. Jacobson and seconded by Ms. Dolowich, the Board approved the revised special meeting minutes of March 8, 2022.

Yes - 5

No - 0

- B. On a motion made by Ms. Jacobson and seconded by Ms. Ames, the Board approved the regular meeting minutes of March 15, 2022.

Yes - 5

No - 0

- C. On a motion made by Ms. Jacobson and seconded by Ms. Cole, the Board approved the special meeting minutes of March 21, 2022.

Yes - 5

No - 0

DIRECTOR' S REPORT

Ms. Cinquemani gave her report.

LIBRARY BUDGET & VOTE - The Jericho Library Board of Trustees has once again approved a 0% increase to the library budget for fiscal year 2022/2023. The school budget vote will be on May 17, 2022 from 6AM -9PM at the Jericho Middle/High School (Sam Springer Gym). Candidates for library trustee will be on the ballot. To request an absen-

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tee ballot, patrons may email districtclerk@jerichoschools.org or call 516-203-3600 extension 3214.

NATIONAL LIBRARY WEEK - April 3rd - 9th is National Library Week, an annual celebration highlighting the valuable role libraries, librarians, and library workers play in transforming lives and strengthening our communities. We encourage everyone to take a moment and urge our legislators to fund libraries in 2023. Update: the New York State budget has been approved and New York State libraries will see an increase in state aid next year.

WIRELESS SERVICE - Our Technology Department has made it quicker and easier for library patrons to log into our 24/7 WiFi service. The Jericho Library Wireless Policy has been revised for Board review and approval.

NEW YORK STATE ANNUAL REPORT - We have completed the 2021 yearly annual report required by New York State. This report includes Jericho Library financial information and statistics for activities conducted throughout the previous year.

BUILDING UPDATES - The library building is over 30 years old with leaky windows, doors, and items in need of updates. Ms. Cinquemani is currently working to provide a final draft of the Capital Plan and obtain updated quotes for the Board's review and approval. Her goal is to ensure that financial resources will be used effectively so we can provide a library facility that continues to serve the Jericho community now, and well into the future.

JERICOH SCHOOL DISTRICT - As the community representative for the Jericho Library, Ms. Cinquemani attended the second goals workshop meeting held by the Jericho School District. Ms. Cinquemani provided feedback to assist in their planning process and determining goals for the future. This information will also provide direction with how the library may serve our school age patrons and their families.

LONG ISLAND READS- Long Island Reads began in 2002 and is an Island-wide reading initiative intended to bring together readers from across Nassau and Suffolk Counties to discuss a book and participate in library-sponsored activities and events associated with it. This year's pick is [The Living and the Lost](#) by Ellen Feldman. The Jericho Library will hold a book discussion on April 19 at 7:00 PM. Also, registration is open for the Island-wide event on May 1. Free tickets for the in-person event are available on Eventbrite at this link <https://www.eventbrite.com/e/2022-long-island-reads-selection-award-event-in-person-with-ellen-feldman-tickets-272850181237>.

EMAIL NEWSLETTER- Using the Patron Point product we are now sending out a program 'highlights' newsletter every other month. This provides an easy to use format for patrons to view library programs and click on links to register. In the span of 4 days there were 269 clicks to our newsletter online and an increase in program registrations. We

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encourage the Jericho community to take advantage of our wide variety of educational and recreational programs at the library. Please check our monthly calendar for the latest information: <https://www.jericholibrary.org/events/month>.

LIBRARY USAGE AND STATISTICS MARCH 2022

PROGRAMS

Children's Department: 28 programs, 323 attendees

Teen Services: 5 programs, 34 attendees

Adult Programs: 29 programs, 365 attendees

OTHER STATISTICS

New Library Cards: 40 (47 last month)

Visitors to the Library: 4801 (3195 last month)

Wifi Users: 1582 (954 last month)

Website Users: 4886 (3926 last month)

Circulation Checkouts : 11,573 (10,124 last month)

Social Media Followers: Facebook 688, Instagram 985, TikTok 113, Twitter 284,

YouTube 138

PROGRAM HIGHLIGHTS

Spring Flowers 'Take and Make Kit'- A total of 30 kits were picked up by patrons to make do-it-yourself flowers on Creativebug, a library database providing videos and classes for DIY, crafters, and makers of all ages. Library statistics increased from 77 to 334 total views in Creativebug for the month. Patrons told us they had lots of fun with this activity.

Teen Kindness Rocks- Jericho Teens painted messages of positivity and kindness on rocks that will be proudly displayed at the library in our garden outside. Community service credit was earned for this program.

DEPARTMENT HEAD

N/A.

CORRESPONDENCE

N/A.

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FINANCIAL REPORT

Authorizations for Payment were individually examined and approved for payment as follows:

- A. #2022 - 9 for \$105,931.77 - moved by Ms. Ames and seconded by Ms. Cole.

Yes - 5

No - 0

- B. #2022 – 9A for \$487.22 – moved by Ms. Ames and seconded by Ms. Dolowich.

Yes - 5

No - 0

- C. #2022 – 9B for \$435,596.21 - moved by Ms. Ames and seconded by Ms. Dolowich.

Yes - 5

No - 0

COMMITTEE REPORTS

N/A.

UNFINISHED BUSINESS

N/A.

NEW BUSINESS

- A. On a motion made by Ms. Jacobson and seconded by Ms. Dolowich, the Board accepted and approved the 2021 New York State Annual Report.

Yes – 5

No - 0

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- B. On a motion made by Ms. Jacobson and seconded by Ms. Cole, the Board approved to rescind the Tax Levy Override Resolution for fiscal year 2022/2023.

Yes - 5

No - 0

- C. On a motion made by Ms. Dolowich and seconded by Ms. Cole, the Board approved the revised Jericho Public Library Wireless Policy.

Yes - 5

No - 0

- D. Review of the Jericho Library Wireless Hotspot Policy will be put on the Board Meeting Agenda for next month.

- E. Next Board Meeting date is May 12, 2022, at 7:00 PM via Zoom.

PERSONNEL

N/A.

SECOND PUBLIC HEARING

There is a 3-minute time limit per individual in each period. The Board of Trustees welcomed Mr. Hsu to the meeting. Mr. Hsu complimented the library on the many great services that are offered, and was appreciative of assistance he received from one of the library Tech Aides. He asked if the Board of Trustees would reconsider the current printing policy and include free copies. Mr. Hsu also suggested that having one single sign-in for library online services (such as Overdrive and Freegal) would make it easier for Jericho patrons to access those services. Mr. Hsu also asked the Board if they would revisit the proposal for the expansion of the library, to create more available rooms to accommodate the public. Ms. Cinquemani will follow-up with Mr. Hsu. Mr. Weinstock agreed with Mr. Hsu that it would be beneficial to have a single sign-in to access online library resources. Mr. Weinstock informed the Board that he submitted his petition to run for library Trustee. Mr. Hsu and Mr. Weinstock thanked the Board, and the Board of Trustees thanked them for their feedback and interest in the library, and for attending the meeting.

EXECUTIVE SESSION

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- A. On a motion made by Ms. Jacobson and seconded by Ms. Cole, the Board went into Executive session at 7:38 PM to discuss personnel.

Yes - 5

No - 0

- B. On a motion made by Ms. Cole and seconded by Ms. Dolowich, the Board exited executive session and resumed the public session at 8:16 PM.

Yes – 5

No - 0

ADJOURNMENT

On a motion made by Ms. Cole and seconded by Ms. Dolowich, the meeting was adjourned at 8:17 PM.

Yes – 5

No - 0

Respectfully submitted,

Kwan Cheung, Secretary

Fran Medina, Clerk of the Board