

**MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY BOARD OF TRUSTEES JUNE 11, 2024**

**CALL TO ORDER**

Ms. Jacobson called the meeting to order at 4:09 pm in the theater. Present were Ms. Jacobson, Ms. Cole, Mr. Weinstock, Ms. Smith, Ms. Cinquemani, Director, Ms. Medina, Clerk of the Board and Mr. Truncale, Counsel.

Absent with prior notice was Ms. Dolowich.

**PUBLIC HEARING**

There is a 3-minute time limit per individual in each period.

**MINUTES**

- A. On a motion made by Ms. Jacobson and seconded by Ms. Cole, the Board approved the regular meeting minutes of May 14, 2024.

Yes – 4

No – 0

- B. On a motion made by Ms. Cole and seconded by Ms. Smith, the Board approved to memorialize the motions made on May 14, 2024.

Yes – 4

No – 0

**DEPARTMENT HEAD**

N/A.

**COMMUNICATIONS**

N/A.

**FINANCIAL REPORT**

Authorizations for Payment were individually examined and approved by the Board as follows:

A. #2024 - 11 for \$47,928.99 - moved by Ms. Jacobson and seconded by Ms. Cole.

Yes – 4

No – 0

B. #2024 – 11D for \$331,838.39 – moved by Ms. Jacobson and seconded by Ms. Cole.

Yes – 4

No – 0

C. #2024 – 11B for \$264,664.83 – moved by Ms. Jacobson and seconded by Ms. Cole.

Yes – 4

No – 0

### **COMMITTEE REPORTS**

N/A.

### **DIRECTOR' S REPORT**

BUDGET VOTE- The Jericho Public Library budget for fiscal year 2024/2025 passed by 76% (1597 yes, 496 no) and we thank the Jericho community for the continued support of our programs and services. Congratulations to Ms. Gayle Dolowich on her re-election to the Board of Trustees.

CAPITAL IMPROVEMENTS- The library building closed for construction on April 22, 2024. During this time our dedicated library staff assisted patrons by phone, email and chat, provided virtual programming, and participated in staff development and training. We partnered with the Syosset Public Library to provide books and DVDs to Jericho patrons during the closure and we thank them for their assistance. Circulation staff checked in 3202 library items (returns) in two days in preparation for reopening. We were extremely excited to reopen the building on May 23, 2024, and show the improvements. Old and leaking windows have been replaced throughout the library with new and efficient windows. (They have remained dry during the recent rainstorms.) The larger, brighter second floor computer area with additional seating is proving very popular with patrons for work and study. Remaining construction items will be completed while the library is open. Mr. Carlos Munoz Ospina and Ms. Cinquemani attended the punch list walk through of the building on June 6 with Mr. Phil Handler from BBS Architects, Mr. Eric

June 11, 2024

Ramos from SCC Construction Management, and Mr. Nick Luvera from AFL General Construction. (A punch list is the document that lists the final work items remaining before a construction project is considered complete.) The week of June 17, security film will be installed on the first-floor windows and glass entry doors. This type of film is also installed in schools and reinforces existing glazing and prevents glass from shattering, making windows harder to breach. The updated construction report from SCC Construction Management is forthcoming.

**BUILDING & GROUNDS-** C&C Sprinkler replaced a damaged sprinkler head. Corkrey Electric replaced lighting fixtures on the second floor and in the Children's room and restored lighting in those areas. Rainbow Maintenance & Cleaning shampooed and steamed all carpets.

**DISCOUNT TICKETS-** Jericho Library cardholders looking to cool off during the summer can get discounted Splish Splash water park tickets (\$44.99 per ticket). Contact the library to get the promotional code for the discount. Jericho Library cardholders can also get discounted Adventureland amusement park general admission tickets at \$27.50 per ticket. Tickets expire 9/29/24, are not replaceable or refundable, are valid on the days the park is open, and include access to the park and unlimited rides all day. Purchases can be made with cash or card at the Circulation desk while supplies last.

**EMAIL NEWSLETTER & PROGRAMS-** We 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>  
Patrons can check our event calendar and see when our Meeting Room on the first floor is available for shared public use.

#### LIBRARY USAGE AND STATISTICS (DIRECT ACCESS) MAY 2024

CHILDREN'S DEPT PROGRAMS- 11  
CHILDREN'S DEPT ATTENDEES- 131

TEEN DEPT PROGRAMS- 4  
TEEN DEPT ATTENDEES- 32

ADULT DEPT PROGRAMS- 34  
ADULT DEPT ATTENDEES- 636

NEW LIBRARY CARDS- 31

LIBRARY VISITORS- 3053

June 11, 2024

WIFI SESSIONS- 19,899

WEBSITE USERS- 8435

CIRCULATION CHECKOUTS- 6697

SOCIAL MEDIA FOLLOWERS:

FACEBOOK- 1044

INSTAGRAM- 1132

TIKTOK- 237

TWITTER (X)- 393

YOUTUBE- 141

HIGHLIGHTS:

CHILDREN'S AUTHOR VISIT- The award-winning #1 New York Times bestselling author, Chris Grabenstein, spoke to approximately 300 Jericho fifth graders on May 21, 2024. Each student received their own autographed copy of *Escape from Mr. Lemoncello's Library*. This presentation was made possible through the coordinated efforts of the Jericho school district principals, teachers and parents, and the Jericho Public Library. Many thanks to Cantiague Elementary School for hosting the event this year as we were preparing for construction.

CHILDREN'S THIRD GRADE VISITS- Students from Jackson Elementary School will be visiting the library on June 10, June 13, June 14, and June 20. Ms. Denise Liggio, Head of Children's Services, and Ms. Kim Simmons, Assistant Head of Children's Services, give a tour of our Children's Room and then the students use their new library skills to complete a scavenger hunt. This is a wonderful opportunity for the children to get a library card, become comfortable in the library, and we encourage them to return with their parents for future visits.

CHILDREN'S SUMMER READING SCHOOL VISITS- Ms. Liggio and Ms. Simmons also visited Jericho school district elementary schools to promote this year's summer reading program, *Adventure Begins at Your Library*. Explore the world through books. Children can sign up, read, and visit the library each week to get a stamp in their passport and learn about a different country. There are prizes too. Starting June 29, 2024.

SUMMER READING KICKOFF EVENT FOR ALL AGES! ADVENTURE BEGINS AT YOUR LIBRARY- Head to the library on Saturday, June 29, 2024 from 1pm – 3pm (rain or shine) and sign up for summer reading, there are programs for everyone. There will be donuts from the Jericho Cider Mill, face painting, karaoke, selfie stations, and games for all.



**PERSONNEL**

- A. On a motion made by Ms. Cole and seconded by Ms. Smith, the Board approved the appointment of a F/T Librarian I to F/T Librarian II with an increase to their annual salary pending Civil Service approval.

Yes – 4

No – 0

- B. On a motion made by Mr. Weinstock and seconded by Ms. Smith, the Board approved to memorialize the termination of F/T Typist Clerk, as per Civil Service effective May 31, 2024.

Yes – 4

No – 0

- C. On a motion made by Mr. Weinstock and seconded by Ms. Cole, the Board approved three productivity payments for employees recognized for exceptional work during the building construction.

Yes – 4

No – 0

**SECOND PUBLIC HEARING**

There is a 3-minute time limit per individual in each period.

The Board welcomed Mr. Peter Hsu, a 24-year resident of Jericho, to the meeting. Mr. Hsu provided the following feedback and recommendations: to provide a collaborative/soundproof room for students to work, the use of alternative energy solutions such as solar panels, Tesla Powerwall, and/or heat pump to replace the HVACs with energy efficient solutions to heat and cool the library, the implementation of electric charging stations, multicultural and multi-language programs, to provide streaming services such as Netflix and Disney Plus and also in different languages, a portal online to simplify access to library apps and newspapers, and expansion of the library parking lot. Mr. Hsu also requested an apple picking trip and is very pleased with the discount tickets that the library is currently offering.

June 11, 2024

**EXECUTIVE SESSION**

- A. On a motion made by Ms. Jacobson and seconded by Mr. Weinstock, the Board entered executive session at 5:45 pm.

Yes – 4

No – 0

- B. On a motion made by Ms. Jacobson and seconded by Ms. Smith, the Board exited executive session at 6:30 pm.

Yes – 4

No – 0

**ADJOURNMENT**

- A. On a motion made by Ms. Cole and seconded by Mr. Weinstock, the Board adjourned at 6:43 pm.

Yes – 4

No – 0

Respectfully submitted,

Jessica Smith, Secretary

Fran Medina, Clerk of the Board