

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY
BOARD OF TRUSTEES AUGUST 13, 2018

I. CALL TO ORDER.

Mrs. Jacobson called the meeting to order at 7:40 P.M. in the Meeting Room.
Present were: Mr. Smith, Mrs. Jacobson, Mr. Cheung, Mrs. Cole, Mrs. Brenner,
and Mrs. Dobler.

Mr. Diamond was absent with prior notice.

II. MINUTES.

A. On a motion made by Mrs. Cole and seconded by Mr. Smith, the minutes of the July 16, 2018, Board meeting were accepted as presented.

Yes - 4

No - 0

III. PUBLIC HEARING.

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

IV. DIRECTOR' S REPORT.

Mrs. Brenner gave her report.

Workplace Violence Prevention Policy. Mr. Diamond has reviewed the Workplace Violence Prevention Policy.

AED. Chris Pierce of G.E. Pickering, Inc. presented two CPR and AED training sessions for staff. The AED devices are housed in unlocked, clearly marked cabinets located on the 1st floor on the wall near the Theatre and on the 2nd floor on the wall near the DVDs.

Rave Panic Button App. The Rave Panic Button app will soon be available to all Nassau County public libraries. This smartphone-based emergency alert system will allow Library staff to instantly notify police of an active shooter situation or other emergency. The app allows emergency calls to bypass the 911 system and sends the call directly to a terminal inside the police department's communication bureau. In libraries where internet-based camera systems are already installed, the police have the capability to enter the Library' system remotely and monitor activities inside.

Physics Bus. The Ithaca Physics bus visited the Library on Monday, 7/23. The mission of the Physics Bus is to awaken interest and creativity in physics for all ages. Adults and children participated in the various hands on exhibits.

Security Cameras. Mrs. Brenner has contracted for a much needed upgraded camera security system. Mrs. Brenner applied for \$4,375 in Public Library Construction Program Funds through NLS to cover some of the costs of the project. Three additional cameras will be added to areas currently not under surveillance.

3D Printer. Due to the press coverage of the 3D printing of plastic guns, Mrs. Brenner review our 3D Printer Policy and printing procedures with the Reference librarians. Starting immediately all print requests will be vetted by a librarian and a copy of the final project must be pre-approved before printing is permitted.

ALA Conference. Sarah Okano, Reference librarian, attended the American Library Association Conference. The theme of this year's conference was Transform Our Libraries, Ourselves. Ms. Okano reported to staff members any information pertinent to them.

Stop The Bleed. On Wednesday, 7/18, Marvin Berg, Injury Prevention Coordinator at Nassau University Medical Center, conducted a free Stop the Bleed workshop for staff. This workshop showed staff members how to stop bleeding after an injury before emergency medical responders come to the scene.

Storytime at Syosset Woodbury Park. Each year the Town of Oyster Bay ask librarians to volunteer to read to children attending summer recreation programs at their town parks. Barbara Barrett, Head of Children's Services, has been volunteering for the past 3 years at Syosset Woodbury Park. She reads at least 40 books to 3 groups of children aged 4, 5 and 6. This is a rewarding experience for both the children and Mrs. Barrett.

Museum Pass. Mrs. Brenner has added the Heckscher Museum of Art, located in Huntington, to our free museum passes available to our patrons. This family friendly museum is situated in a park that is geared toward younger children and families.

Annual Report to the Public. The Annual Report to the Public as required by the Commissioner of Education minimum standards for public libraries has been revised as per the Board's suggestions. The report will be posted on the Library website and on display in the Library.

Good News. Mrs. Brenner informed the Board that we are in receipt of \$50,000 in State and Municipal Facilities Program grant money. The grant was applied for in 2016 to help cover the cost of replacing 2 existing HVAC units and the installation of an automatic control system.

V. DEPARTMENT HEAD.

N/A.

VI. COMMUNICATION.

N/A.

VII. FINANCIAL REPORT.

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

- A. #2018 - 1 for \$127,811.00 - moved by Mr. Cheung and seconded by Mrs. Cole.

Yes - 4 No - 0

- B. #2018 - 1A for \$925.23 - moved by Mr. Cheung and seconded by Mrs. Cole.

Yes - 4 No - 0

- C. #2018 - 1B for \$263,532.00 - moved by Mr. Cheung and seconded Mrs. Cole.

Yes - 4 No - 0

VIII. COMMITTEE REPORTS.

N/A

IX. UNFINISHED BUSINESS.

- A. Workplace Violence Prevention Policy. On a motion made by Mr. Smith and seconded by Mr. Cheung, the Board approved the revised Workplace Violence Prevention Policy.

Yes - 4 No - 0

VIII. SECOND PUBLIC HEARING.

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

IVX. ADJOURNMENT.

On a motion made by Mrs. Jacobson and seconded by Mr. Cheung, the meeting was adjourned at 9:45 p.m.

Respectfully submitted,

Edwin Smith
Secretary

Mary Anne Dobler
Clerk of the Board