

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY
BOARD OF TRUSTEES DECEMBER 10, 2018

I. CALL TO ORDER.

Mr. Diamond called the meeting to order at 7:30 P.M. in the Meeting Room. Present were: Mr. Diamond, Mr. Smith, Mr. Cheung, Mrs. Cole, Mrs. Brenner, and Mrs. Dobler.

Absent with prior notice: Mrs. Jacobson.

II. MINUTES.

A. On a motion made by Mrs. Cole and seconded by Mr. Cheung, the minutes of the November 8, 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. Present at this meeting were Ms. Alice Zhang and Ms. Sarah Chen, both Jericho residents. They addressed the Board as to the impact the proposed Marriott Residence Inn at the Milleridge Inn would have on the Library. Their concerns were traffic, parking and safety of our children and seniors. The Board thanked them for bringing this information to their attention.

Also at this meeting was Ms. Jill Sanders, partner Cullen & Danowski, LLP, the Library's auditors, to present a draft of the Library's 2017/2018 fiscal year financials to the Board. She informed the Board that the Library was in good financial standing and that the Library continues to improve internal controls.

IV. DIRECTOR'S REPORT.

Interior Renovation. GeoDesign conducted a geotechnical engineering evaluation of the proposed exterior expansion areas. Mrs. Brenner forwarded their report to the architect. Environmental Maintenance Contractors completed their inspection of select interior spaces in the building for asbestos containing materials, lead paint and other hazardous materials. Mrs. Brenner forwarded their reports to Jim Lothrop and Dominic Calgi. David Diamond and Mrs. Brenner met with Victor Manuel, Assistant Superintendent of Business Affairs at Jericho Schools, to discuss the fiscal impact of our bond request on the Jericho residents' tax levy. Jim Lothrop provided us with a proposal for the renderings that we will showcase at the renovation forum.

Renovation Public Forum. A complimentary January/February newsletter will be mailed to every Jericho resident announcing the renovation forum on 1/24/2019.

Budget 2019/2020. Mrs. Brenner presented the Board with the 2019/2020 operating budget for their review. Mrs. Brenner will continue to work with the Board to formulate an operating budget that is fiscally sound.

Marriott Residence Inn. Mrs. Brenner received correspondence regarding the proposed Marriott Residence Inn at Milleridge Inn.

NLS Director. Ms. Caroline Ashby has been appointed as the new Director of the Nassau Library System.

Science Fair Film. Science Fair is a documentary film that follow 9 Jericho students participating in the International Science and Engineering Fair. Dr. McCalla, Science Research teacher at Jericho School District, is also featured in the film as she grooms her students to become award winners. Mrs. Brenner has received permission to screen this documentary on Monday, 1/28/2019, at 2:00 p.m. and 7:00 p.m. and is in contact with Dr. McCalla to have her and some students attend the screenings.

Student Art Show. During November an art exhibit of Jericho School students was showcased in the Meeting Room and in our display cases. Dr. Hank Grishman attended the art reception held on Thursday, 11/28/2018, where student musicians entertained our patrons. The joint art display between the Library and School District continues to grow in popularity every year.

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 - 5 for \$69,933.47 - moved by Mr. Cheung and seconded by Mrs. Cole.

Yes - 4 No - 0

B. #2018 - 5A for \$994.38 - moved by Mr. Cheung and seconded by Mrs. Cole.

Yes - 4 No - 0

C. #2018 - 5B for \$727,945.90 - moved by Mr. Cheung and seconded Mrs. Cole.

Yes - 4 No - 0

D. #2018 - 5G for \$10,275.00 - moved by Mr. Cheung and seconded by Mrs. Cole.

Yes - 4 No - 0

VIII. COMMITTEE REPORTS.

N/A.

IX. UNFINISHED BUSINESS.

N/A.

X. EXECUTIVE SESSION.

On a motion made by Mr. Diamond and seconded by Mr. Cheung, the Board entered into Executive Session at 8:33 p.m.

Yes - 4 No - 0

The Board resumed regular session at 8:57 p.m.

XI. PERSONNEL.

- A. The Board accepted the resignation of Marcella Cirisano, Information Technology Aide P/T, effective 11/19/2018.
- B. The Board accepted the resignation of Julie Wang, Page P/T, effective 11/30/2018.
- C. On a motion made by Mrs. Cole and seconded by Mr. Cheung, the Board approved the appointment of Keerti Sinnan, Page P/T, at \$11.00 per hour, effective 12/21/2018.

Yes - 4 No - 0

- D. The Board accepted the Retirement of Mr. Faunier Torres, Cleaner F/T, effective 12/31/2019.
- E. On a motion made by Mrs. Cole and seconded by Mr. Cheung, the Board approved the appointment of Hernando Valencia, Cleaner F/T, at \$53,000 per year, effective 1/1/2019.

Yes - 4 No - 0

XII. NEW BUSINESS.

- A. Lothrop Contract. Tabled.
- B. Lothrop Proposal. On a motion made by Mr. Diamond and seconded by Mrs. Cole, the Board approved the revised Lothrop Proposal, with an additional rendering of the 2nd floor.

Yes - 4 No - 0

- C. 2019/2020 Operating Budget. Mrs. Brenner presented the Board with the 2019/2020 Operating Budget for review.
- D. Auditor's Financials for budget year 2017/2018. On a motion made by Mr. Smith and seconded by Mr. Cheung, the Board accepted the 2017/2018 fiscal year financial reports and recommendations made by our auditors, Cullen & Danowski, LLP.

Yes - 4 No - 0

XIII. SECOND PUBLIC HEARING.

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

IV. ADJOURNMENT.

On a motion made by Mr. Diamond and seconded by Mr. Smith, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Edwin Smith
Secretary

Mary Anne Dobler
Clerk of the Board