

**AMENDED MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC  
LIBRARY BOARD OF TRUSTEES DECEMBER 9, 2019**

**I. CALL TO ORDER.**

Mrs. Jacobson called the meeting to order at 7:05 P.M. in the Meeting Room. Present were: Mrs. Jacobson, Mrs. Cole, Mr. Wassel, Mrs. Dolowich, Mr. Trunciale (Counsel), Mrs. Brenner and Mrs. Dobler.

Mr. Cheung was absent with prior notice.

**II. MINUTES.**

A. On a motion made by Mr. Wassel and seconded by Mrs. Dolowich, the minutes of the November 12, 2019, 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 was Mr. Will Recce, SCC Construction Management Group. Mr. Recce presented the Board with information on how his company operates and what steps are needed to provide a proposal for construction management services.

Also at this meeting was Ms. Lisa Saitz-Sokol, a Jericho Library patron.

**IV. DIRECTOR'S REPORT.**

Mrs. Brenner gave her report.

Window & Theater Chair Replacement. Mrs. Brenner has contacted Will Recce, SCC Construction Management Group, to have him attend our 12/9 Board Meeting to explain the steps needed to move forward with our window and theater seat replacements.

Fire Alarm System Maintenance. On Friday, 11/15, the fire alarm system was inspected by Electronix Systems. All smoke sensors and equipment are functioning properly.

Budget 2020/2021. The 2020/2021 operating budget is available for the Board's review and discussion. Over the next few months Mrs. Brenner will work with the Board to formulate an operating budget that is fiscally sound.

Library Support Letter. The Syosset Jericho News Journal on 11/22 published Jericho Public Library Trustees' letter of support for state funding for libraries and library systems.

IT Consultant. The contract with the Library's current IT Consulting firm is expiring. Mrs. Brenner received proposals from 3 firms and after reviewing them has decided to continue with the current company of Capira Technologies. Mrs. Brenner and the staff is extremely satisfied with their service and quick response time.

**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. #2019 - 5 for \$80,789.23 - moved by Mrs. Dolowich and seconded by Mr. Wassel.

Yes - 4 No - 0

B. #2019 - 5A for \$1,084.99 - moved by Mrs. Dolowich and seconded by Mr. Wassel.

Yes - 4 No - 0

C. #2019 - 5B for \$626,011.99 - moved by Mrs. Dolowich and seconded by Mr. Wassel.

Yes - 4 No - 0

**VIII. COMMITTEE REPORTS**

N/A.

**IX. UNFINISHED BUSINESS.**

- A. Windows Replacement. Tabled.
- B. Theater Chairs Replacement. Tabled.

**X. EXECUTIVE SESSION.**

On a motion made by Mr. Wassel and seconded by Mrs. Dolowich, the Board entered into Executive Session at 7:10 p.m.

Yes - 4

No - 0

The Board resumed regular session at 7:55 p.m.

**XI. PERSONNEL.**

N/A.

**XII. NEW BUSINESS.**

- A. On a motion by Mrs. Jacobson and seconded by Mrs. Dolowich, the Board agreed to continue with the Library's current IT Consultant, Capira Technologies.

Yes - 4

No - 0

- B. The Board approved the new Financial Reports formats that were recommended by our auditors, Cullen & Danowski.
- C. The Board reviewed the 2020/2021 operating budget prepared by Mrs. Brenner.
- D. The Board acknowledged the generous donation to the Library by Dr. and Mrs. Peters.
- E. Next Board meeting date Tuesday, January 14, 2020.

**XIII. SECOND PUBLIC HEARING.**

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

**XIV. ADJOURNMENT.**

On a motion made by Mr. Wassel and seconded by Mrs. Dolowich, the meeting was adjourned at 8:35 p.m.

Respectfully submitted  
Tom Wassel  
Secretary

Mary Anne Dobler  
Clerk of the Board