

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY
BOARD OF TRUSTEES MAY 13, 2019

I. CALL TO ORDER.

Mr. Diamond called the meeting to order at 7:25 P.M. in the Meeting Room. Present were: Mr. Diamond, Mrs. Jacobson, Mr. Smith, Mr. Cheung, Mrs. Cole, Mrs. Brenner, and Mrs. Dobler.

II. MINUTES.

A. On a motion made by Mrs. Cole and seconded by Mrs. Jacobson, the Minutes of the April 8, 2019, Board meeting were accepted as presented.

Yes - 5

No - 0

III. PUBLIC HEARING.

There is a 3-minute time limit per individual in each period. Present at this meeting was Gayle Dolowich who is running unopposed for the Jericho Library Board Trustee seat vacated by Trustee Ed Smith. Also present at this meeting was Mr. Tom Wassel.

IV. DIRECTOR' S REPORT.

Interior Renovation. David Diamond, Ed Smith and Mrs. Brenner have been in contact with the Library's attorney to finalize our contract with Lothrop Associates, LLP. The contract is now ready for Board approval. The second public forum to discuss the planned renovation was held on Wednesday, 5/1, in the Theater. Approximately 25 residents attended. Most residents had valid questions concerning the project. Ben Truncale, Library attorney, is communicating with SCC Construction Managers to finalize the construction manager contract.

Budget Hearing. Mrs. Brenner will present the JPL 2019/2020 proposed budget to the public on Tuesday, 5/14, at the Jericho School District's Public Hearing session. Total to be raised by taxes is a 1.55% increase over last year. Once again the proposed levy will be within the allowable threshold.

Budget Vote. Tuesday, 5/21, is the Budget Vote and Election from 6:00 a.m. - 9:00 pm in the Middle School/High School Gym. Trustee Ed Smith is not running for re-election, but Jericho resident Gayle Dolowich has filed a Library Trustee petition and will be on the ballot. Additionally, this year Jericho residents will vote on a \$9,000,000 bond proposition for the proposed renovation project.

Marriott Residence Inn. A Special Use Permit to allow a hotel on the Milleridge

Inn/Kimco Property was approved by the Town of Oyster Bay Board at the town Board meeting on 5/7. Many Jericho residents spoke against the Marriott Residence Inn stating safety issues, traffic, overall change to the quiet residential community. The Town Board decided that all the residents' concerns were addressed and answered to their satisfaction by representatives from Kimco Realty Corp. and Town Departments that were involved in the application process of the Special Use Permit.

Trustee. David Diamond, Board of Trustee President, will be resigning from the Board of Trustees as of 6/1. David's dedication, knowledge and guidance has led the Library Board for the past 25 years to bring the Jericho Public Library to the forefront of Nassau County libraries. Mrs. Brenner joins with Gloria, Ed, Kwan and Denise in thanking David for his service to the community and in wishing him many years of leisure enjoyment.

Election Law. Election Law 3-110 was amended to grant all employees who are registered voters three hours paid leave to enable them the ability to vote.

Early Voting. Mrs. Brenner was approached by Mr. Milano from the Nassau County Board of Elections inquiring if the Library would be interested in hosting early voting at the Library. Mr. Milano proposed setting up voting machines in our Meeting Room from 10/26 - 11/3. Mrs. Brenner explained to Mr. Milano that we would have to cancel all programs scheduled during that time, and it would be a hardship for our patrons.

Smoking Ban. In December, 2018, Governor Cuomo signed into law an amendment of Public Health Law 1399 stating "Smoking shall not be permitted and no person shall smoke within 100 feet of the entrances, exits or outdoor areas of any public or association library". Smoking is defined as a burning of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco. The new law does not include vaping.

New York Hall of Science. The Library museum pass to New York Hall of Science, located in Corona, Queens, is now available to our patrons. This museum offers a variety of STEAM related programs and activities for children of all ages.

HVAC Maintenance. On Wednesday, 4/3, routine maintenance was performed on our HVAC equipment. All units are functioning normally.

Sprinkler System. On Friday, 4/5, C&C Sprinkler completed the spring startup of our sprinkler system. They also performed the backflow test of our sprinkler system as required by law.

Health Screening. St. Francis Hospital’s Outreach Bus will be in our front parking lot on Friday, 5/4, offering free health screenings. They will offer appropriate education and referrals as needed for those participating.

Fire Extinguisher Inspection. On Friday, 4/5, Fire Foe performed our annual inspection of all fire extinguishers. Some required maintenance and now all are functioning properly.

Put A Book On A Nook. Just in time for vacation season, we are offering to download up to 10 book titles of your choosing on a Library Nook device. For our patrons’ convenience the devices may be checked out for 21 days.

Auditor Engagement Letter. Cullen & Danowski, LLP, have forwarded an engagement letter to be signed by the Director and a Board of Trustee member. Cullen & Danowski, LLP prepare the Library’s annual financial audit.

Long Island Library Conference. On Thursday, 5/9, a group of staff members attended the Long Island Library Conference held at the Melville Marriott. We had a chance to meet with vendors to discuss their merchandise and view demonstrations of new products. As always there were a variety of programs that were of interest to all.

Long Island History Display Case. The theme of the May/June Local History display case is “The Vanishing Plains”. The Hempstead plains reached part of Jericho and were mentioned in writings of Elias Hicks and other Quaker families. A protected section remains near Nassau Community College but the rest was developed by the aviation industry.

Syosset-Jericho Tribune. Betsey Murphy, our local history librarian, composed a “Look Back in Time” article for the May 1-7 edition of the Syosset-Jericho Tribune. This trip down memory lane describes the Library’s growth through the years.

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 - 10 for \$102,770.16 - moved by Mr. Cheung and seconded by Mrs. Jacobson.

Yes - 5

No - 0

- B. #2019 - 10A for \$726.67 - moved by Mr. Cheung and seconded by Mrs. Jacobson.

Yes - 5

No - 0

- C. #2019 - 10B for \$252,111.84- moved by Mr. Cheung and seconded Mrs. Jacobson.

Yes - 5

No - 0

- D. #2019 - 10G for \$2,959.64 - moved by Mr. Cheung and seconded by Mrs. Jacobson.

Yes - 5

No - 0

VIII. COMMITTEE REPORTS.

N/A.

IX. UNFINISHED BUSINESS.

- A. Lothrop Contract. On a motion made by Mr. Diamond and seconded by Mr. Smith, the Board approved to sign the Lothrop Contract.

Yes - 5

No - 0

- B. SCC Contract. On a motion made by Mr. Diamond and seconded by Mr. Smith, the Board approved to sign the SCC Contract (construction manager).

Yes - 5

No - 0

X. EXECUTIVE SESSION.

N/A.

XI. PERSONNEL.

- A. On a motion made by Mrs. Jacobson and seconded by Mr. Smith, the Board approved the appointment of Lucy Quartararo, Librarian I P/T, at \$26.55 per hour, effective 5/14/2019.

Yes - 5

No - 0

- B. On a motion made by Mrs. Jacobson and seconded by Mr. Smith, the Board approved the appointment of Ezra Hyman, Typist/Clerk P/T, at \$14.86 per hour, effective 5/14/2019.

Yes - 5

No - 0

XII. NEW BUSINESS.

- A. Election Law. The Board was informed of the amended Election Law 3-110 to grant all employees who are registered voters three hours paid leave to enable them the ability to vote.
- B. Smoking Ban. The Board was informed of an amendment of Public Health Law 1399 signed by Governor Cuomo stating "Smoking shall not be permitted and no person shall smoke within 100 feet of the entrances, exits or outdoor areas of any public or association library".
- C. Auditor Engagement Letter. On a motion made by Mrs. Jacobson and seconded by Mrs. Cole, the Board approved to sign the Auditor Engagement Letter.

Yes - 5

No - 0

- D. Early Voting. The Board was informed of the inquiry of the Nassau County Board of Elections if the Library would be interested in hosting early voting at the Library. The Board agreed with Mrs. Brenner that all the programs that would be cancelled would be a hardship on our patrons and decided against the early voting.
- E. The Board reluctantly accepted the resignation of David Diamond, President of the Jericho Public Library Board of Trustees as of June 1, 2019.
- F. Next Board Meeting Date, Monday, June 10, 2019, at 7:00 p.m. in the Meeting Room.

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 seconded by Mr. Smith, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Edwin Smith
Secretary

Mary Anne Dobler
Clerk of the Board