

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY
BOARD OF TRUSTEES SEPTEMBER 14, 2021

CALL TO ORDER

Mrs. Jacobson called the meeting to order at 7:15 PM in the Meeting Room. Present were: Mrs. Jacobson, Mrs. Cole, Mr. Cheung, Mrs. Ames, Mrs. Cinquemani, Mrs. Medina and Counsel, Ben Truncale. Mrs. Dolowich was absent with prior notice. Also present were: Mr. Kevin Walsh and Mr. Ken Schupner from BBS Architects, Will Recce from SCC Construction Management Group, and Jericho Library patron, Mr. Larry Weinstock.

MINUTES

- A. On a motion made by Mr. Cheung and seconded by Mrs. Cole, the Board approved the amended minutes of July 12, 2021.

Yes - 4 No - 0

- B. On a motion made by Mr. Cheung and seconded by Mrs. Cole, the Board approved the minutes of August 10, 2021.

Yes - 4 No - 0

PUBLIC HEARING

The Board of Trustees welcomed Mr. Weinstock to the meeting.

DIRECTOR' S REPORT

Mrs. Cinquemani gave her report.

Windows/Doors and Theater Chair Replacement. The last Jericho Library renovation was in 1988. We need to replace leaky windows, doors, and also update our Theater. Mr. Kevin Walsh, partner at BBS Architects, and Mr. Will Recce from SCC Construction Management Group will meet with the Board of Trustees to discuss next steps. The Board of Trustees will discuss the project scope and budget.

Virtual Legislative Event. Trustees have been sent an email invitation to the Nassau Libraries' Virtual Legislative Breakfast with State Legislators to be held via Zoom on Friday, September 24, 2021 at 8:30 AM. The meeting is an opportunity to inform state senators and assembly members about our impact on Nassau residents and to stress the need for increased state funding for libraries.

September 14, 2021

Local Library Services Aid. We received \$4,460 from the Nassau Library System (NLS) in Local Library Services Aid (LLSA) from New York State, for 2021.

Open Meetings Law. September 2, 2021 the State Legislature passed a bill (introduced at the request of Governor Hochul) that would allow public bodies (including local governing bodies) to once again hold meetings remotely so that government business can continue while keeping our communities safe. As was the case during the state of emergency, such public bodies must afford the public the ability to view or listen to the meeting, and such meetings must be recorded and later transcribed. The Jericho Library Board of Trustees have the option to hold meetings remotely in this manner until the law expires on January 15, 2022.

Wall Street Journal Online. The Wall Street Journal is offering a new online service for Library users, which we have subscribed to. Jericho Library cardholders can acquire a 3-day pass at www.jericholibrary.org/online-services and create an account. A pass may be accessed every 3 days by logging in with the same account. This service is available from any web browser.

Hoopla. Our Hoopla service allows Jericho cardholders to stream movies, TV shows, music, audiobooks, ebooks, and comic books. Due to increased Hoopla usage and demand, we have increased the number of monthly checkouts from 10 to 12.

Building & Grounds. The elevator 'close door' button has been replaced and fixed. There was a leak on the roof (by HVAC unit 1) that is now patched and repaired. The custodial staff put a fresh coat of paint in our Meeting Room as the walls were dirty and scratched. The trees in the back-parking lot were trimmed to prevent the branches from hanging down over the parked cars.

Local History Display. Our Local History display case features "Historic Haunts" and includes Raynham Hall, Amityville, Execution Lighthouse, Ketcham Inn, Pratt Mansion and others on Long Island.

Programs and Community Members Served. This month we served 1641 patrons (Adults, Children, Teens) at 67 programs. 37 Jericho patrons received new library cards. 49 adults participated in Summer Reading and read a total of 81 books. 267 children participated in Summer Reading, and read for a total of 119,486 minutes. 78 teens participated in Summer Reading and read a total of 341 books.

COVID-19. Per the Board of Trustees, a memo was sent to Jericho Library staff strongly recommending they receive the COVID-19 vaccine to keep everyone safe and healthy in the Library, and as notification of possible future mandate or testing procedures.

DEPARTMENT HEAD

N/A.

COMMUNICATION

Thank you letter and donation from Ms. Linda Guariglia.

FINANCIAL REPORT

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

A. #2021 - 2 for \$91,455.20 - moved by Mrs. Cole and seconded by Mr. Cheung.

Yes - 4

No - 0

B. #2021 - 2A for \$172.54 - moved by Mrs. Cole and seconded by Mr. Cheung.

Yes - 4

No - 0

C. #2021 - 2B for \$252,465.15 - moved by Mrs. Cole and seconded by Mr. Cheung.

Yes - 4

No - 0

COMMITTEE REPORTS

N/A.

UNFINISHED BUSINESS

A. Windows/Doors & Theater Chairs Replacement. The Board of Trustees met with representatives from BBS Architects and SCC Construction Management Group. Contracts with both organizations are approved and signed. Next steps: to schedule a walk-around review of the building with BBS and SCC. A facility study proposal will be sent by BBS for the Board of Trustees to review next month.

- B. COVID-19. On a motion made by Mrs. Jacobson and seconded by Mrs. Cole, the Board approved a COVID-19 vaccination and testing policy. Unvaccinated employees must be tested each week on their own time and at their own expense by a NYS licensed health professional, and must submit proof of testing at the commencement of each employee's work week. The proof document must list the date (no earlier than 2 days prior to commencement of work week), time, and location of the test. Employees who do not submit proof of a weekly test will be excluded from the workplace for their failure to comply with the testing program.

Yes - 4

No - 0

- C. Insurance Coverage – Tabled.
D. Juneteenth – Tabled.
E. Bank Signature Cards – Tabled.

EXECUTIVE SESSION

- A. On a motion made by Mr. Cheung and seconded by Mrs. Cole, the Board went into Executive session at 9:05 PM.

Yes- 4

No- 0

The Board resumed regular session at 9:28 PM.

PERSONNEL

- A. On a motion made by Mr. Cheung and seconded by Mrs. Cole, the Board approved the appointment of Ms. Evelyn Y. Lemus Guzman, Cleaner P/T, at \$18.00 per hour, effective 9/15/2021.

Yes - 4

No - 0

- B. The Board accepted the resignation of Ms. Debra Appice, P/T Typist Clerk, effective 9/6/2021.

- C. On a motion made by Ms. Jacobson and seconded by Mrs. Cole, the Board approved to rescind the appointment of Mr. Robert Cole, P/T Cleaner, effective 9/15/2021.

Yes - 4

No - 0

September 14, 2021

D. On a motion made by Mrs. Cole and seconded by Mr. Cheung, the Board approved the appointment of Ms. Lisa Jones, promotional appointment from Librarian I to Librarian II, accompanied by a \$5000 raise, pending Civil Service approval.

Yes - 4

No - 0

NEW BUSINESS

A. Next Board Meeting date is Wednesday, October 13, 2021, at 7:00 PM Via Zoom.

SECOND PUBLIC HEARING

Jericho Library patron, Mr. Weinstock, made suggestions regarding COVID-19 testing and the HERO Act for the Board to consider. Mrs. Cinquemani will have the Head of Reference contact Mr. Weinstock and answer his questions regarding the online Wall Street Journal service and Overdrive. The Board thanks Mr. Weinstock for attending the meeting, his suggestions, and interest in the Library.

ADJOURNMENT.

On a motion made by Ms. Jacobson and seconded by Ms. Ames, the meeting was adjourned at 9:36 PM.

Respectfully submitted,

Gloria Jacobson
President

Fran Medina
Clerk of the Board