

MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY BOARD OF TRUSTEES FEBRUARY 13, 2023

CALL TO ORDER

Ms. Jacobson called the meeting to order at 7:11 PM in the Meeting Room. Present were Ms. Dolowich, Ms. Cole, Mr. Weinstock, Ms. Smith, Ms. Cinquemani, Mr. Truncale (Counsel), and Ms. Medina.

PUBLIC HEARING

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

MINUTES

- A. On a motion made by Ms. Dolowich and seconded by Ms. Smith, the Board approved the regular meeting minutes of January 10, 2023.

Yes – 5

No – 0

DEPARTMENT HEAD

N/A.

COMMUNICATIONS

N/A.

FINANCIAL REPORT

Authorizations for Payment were individually examined and approved as follows:

- A. #2023 - 7 for \$10,375.00 - moved by Mr. Weinstock and seconded by Ms. Jacobson.

Yes – 5

No – 0

- B. #2023 – 7A for \$1,996.47 – moved by Mr. Weinstock and seconded by Ms. Jacobson.

Yes – 5

No – 0

C. #2023 – 7B for \$266,151.49 – moved by Mr. Weinstock and seconded by Ms. Jacobson.

Yes – 5

No – 0

D. #2023 – 7D for \$20.36 – moved by Mr. Weinstock and seconded by Ms. Jacobson.

Yes – 5

No – 0

COMMITTEE REPORTS

N/A.

DIRECTOR' S REPORT

Security Survey - Nassau County Police Department Homeland Security and the POP unit (2nd Precinct) visited the library to conduct a security survey. They evaluated our building and Ms. Cinquemani (Director) and Mr. Carlos Munozospina (Head of Technology), answered questions regarding emergency procedures, yearly drills, outside lighting, cameras, etc. Once this survey is complete, we may use it to apply for grants to make improvements to our library security.

SEPTA – Ms. Cinquemani attended a SEPTA meeting at the Jericho Schools and met Ms. Kim Conger, the Director of Pupil Personnel Services for the Jericho School District. A Curriculum Associate for Pupil Personnel Services will be presenting information to Jericho Library staff in March to help us better serve SEPTA families in the district. Ms. Cinquemani is working with Ms. Roseann Lewandowski, Head of Children’s Services at the Jericho Library, to offer sensory friendly programs and any other library programs or services that would be beneficial to the community.

Budget & Vote - The Jericho Library budget will need to be finalized and approved at the next library board meeting on March 14. It will be approved at the School District Board of Education meeting on March 22. The budget vote and trustee election are scheduled for May 16. Petitions can be picked up in the library Administration office.

Minimum Wage - Governor Hochul has proposed minimum wage increases indexed to inflation. The increase would be capped, though no figures are available at this time. ‘Raise Up New York’ legislation sponsored by State Senator Jessica Ramos and Assembly

Member Latoya Joyner would increase the minimum wage in our area as follows: \$17.25 on 1/1/24, \$19.25 on 1/1/25, \$21.25 on 1/1/26. (Current minimum wage is \$15.00.) Increasing minimum wage results in wage compression, which is a pay differential that is the result of the change in minimum wage. We will need to watch this closely.

Windows/Doors & Theater - The library building is over 30 years old with leaky windows, doors, and items in need of updates. The Board has approved moving forward with necessary building improvements. The New York State Department of Education (NYSED) has begun an architectural technical review on our Capital Improvement projects, which is good news. Ms. Cinquemani received an email from Mr. Milot, a senior architect at NYSED Office of Facilities Planning, with this information. A Letter of Intent was sent to Mr. Dana Lundin of Nickerson NY, LLC to proceed with the Board approved quote for theater seating. Ms. Cinquemani is continuing conversations with Mr. Phil Handler of BBS Architects and Mr. Will Recce of SCC (our construction manager) to ensure that these projects go smoothly. The current timeline estimate is for work in the Theater to start this Spring.

Future Construction Needs – Ms. Cinquemani has sent a list of future building construction needs to the Nassau Library System. Every year they compile this information from each library. This information is critical for the continuation of the New York State Aid for Library Construction Program and provides data of what would be done if funding was available. This effort results in important advocacy messaging related to the enormous statewide need for capital funding. This past year we received \$10,000 in construction funds to help subsidize the necessary updates in our building.

Museum Passes - The American Kennel Club (AKC) Museum of the Dog is now available and is the 'paw-fect' addition to our museum pass program! It is located in New York City and the pass admits up to 2 adults 2 children. Please note that the Sands Point Preserve and New York Botanical Garden (NYBG) are now printable passes. Museum passes can be reserved online at www.jericholibrary.org.

Building & Grounds - Our custodial staff repaired a leak in the upstairs Administration bathroom by replacing a hose under the sink.

Email Newsletter & Programs - We encourage the Jericho community to take advantage of our wide variety of educational and recreational programs at the library. Please check our monthly calendar for the latest information: <https://www.jericholibrary.org/events/month>

LIBRARY USAGE AND STATISTICS JANUARY 2023

February 13, 2023

PROGRAMS	
CHILDREN'S DEPT – ATTENDEES	458
TEEN DEPT - PROGRAMS	7
TEEN DEPT - ATTENDEES	74
ADULT DEPT - PROGRAMS	28
ADULT DEPT - ATTENDEES	602
NEW LIBRARY CARDS	82
LIBRARY VISITORS	5765
WIFI SESSIONS	64,652
WEBSITE USERS	5227
CIRCULATION CHECKOUTS	13,131
SOCIAL MEDIA FOLLOWERS	
FACEBOOK	914
INSTAGRAM	1,037
TIKTOK	171
TWITTER	334
YOU TUBE	138

PROGRAM HIGHLIGHTS:

Local History- The Nassau County Historical Society sponsored a program on the Tuskegee airmen, a Black military unit in WWII with nearly a thousand fighter and bomber pilots, as well as 1,600 crew and support personnel. At the time, the U.S. military was racially segregated. Named for the Army Air Field where they trained in Alabama, the Tuskegee Airmen achieved an enviable war record. They received the Congressional Gold Medal in 2007 and the airfield is now the Tuskegee Armen National Historic Site.

5-Star Celebration - We have been designated a 5-STAR LIBRARY by Library Journal and we want to celebrate! Come to the library on March 12 from 1-4pm for an array of fun activities, gifts and snacks. SAVE THE DATE!

Lunar New Year Celebration - The JPL celebrated Lunar New Year with an amazing performance by the New York Chinese Cultural Center. 125 attendees enjoyed the performance.

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In the Gallery - Our Meet the Artist reception was a success, and many people learned about The Art of Li XiaoQiang.

Stem Program - Educational fun was had by all at the K'Nex Create and Construct program for children!

UNFINISHED BUSINESS

- A. Windows/Doors & Theater Construction Project.

NEW BUSINESS

- A. On a motion made by Ms. Cole and seconded by Ms. Dolowich, the Board approved the adoption of the Tax Cap Resolution for the 2023/2024 budget.

RESOLUTION
JERICHO PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES
FEBRUARY 13, 2023

Whereas, the adoption of the 2023/2024 budget for the Jericho Public Library may require a tax levy increase that exceeds the tax cap imposed by the state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Jericho Public Library voted and approved to exceed the tax levy limit for 2023/2024 by at least sixty percent of the Board of Trustees as required by state law on February 13, 2023.

Yes – 5

No – 0

- B. On a motion made by Ms. Dolowich and seconded by Mr. Weinstock, the Board approved the engagement letter of Cullen & Danowski, LLP for the year ended June 30, 2023.

Yes – 5

No – 0

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- C. On a motion made by Ms. Dolowich and seconded by Mr. Weinstock, the Board approved the engagement letter of Spellman Gibbons Polizzi Truncale & Trentacoste, LLP for the period commencing July 1, 2023 and ending June 30, 2025.

Yes – 5

No – 0

- D. On a motion made by Ms. Dolowich and seconded by Ms. Jacobson, the Board approved the salary increase of Ms. Jacqueline Rubin, Treasurer, to \$1,800.00 annually.

Yes – 5

No – 0

- E. Next Board Meeting Date is Wednesday, March 14, 2023, at 7:00 PM in the Meeting Room.

PERSONNEL

- A. On a motion made by Ms. Dolowich and seconded by Ms. Cole, the Board approved the resignation of Gina Patronaggio, F/T Librarian II, effective February 10, 2023.

Yes – 5

No - 0

- B. On a motion made by Ms. Dolowich and seconded by Ms. Cole the Board approved the conversion of Gina Patronaggio, F/T Librarian II to P/T Librarian II effective 2/13/2023 remaining at the hourly rate of \$43.97.

Yes – 5

No – 0

- C. On a motion made by Ms. Cole and seconded by Ms. Jacobson, the Board approved the internal promotion of Lisa Jones, Librarian II, to Assistant Head of Reference with an increase of \$4,000.00 effective February 13, 2023.

SECOND PUBLIC HEARING

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

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EXECUTIVE SESSION

- A. On a motion made by Ms. Jacobson and seconded by Ms. Dolowich, the Board approved to go into Executive session at 8:14 PM.

Yes – 5

No – 0

- B. On a motion made by Ms. Jacobson and seconded by Ms. Dolowich, the Board approved to exit Executive session at 9:29 PM.

Yes – 5

No – 0

ADJOURNMENT

- A. On a motion made by Ms. Jacobson and seconded by Ms. Cole, the meeting was adjourned at 9:30 PM.

Yes – 5

No – 0

Respectfully submitted,

Jessica Smith, Secretary

Fran Medina, Clerk of the Board