

UNAPPROVED MINUTES OF
THE PLAINEDGE PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
February 21, 2024

Present

Ann Doxsey, President
Michael Giris
Rick Fiumara
Susan Santa, Library Director
Michael Dietz, Systems Integrator
Diana Weir, Personnel Clerk

Call to Order

The meeting was called to order at 7:02 PM by Ann Doxsey

Pledge of Allegiance

The President led us in the Pledge of Allegiance.

Roll Call

Laura Oden-Bell, Vice President – Absent with prior notice.
Doreen Oliver - Absent

Guest

(Opportunity for Guests to speak)

Visit From Todd Harvey And Christopher Sepp

Minutes

Approval of the Minutes of the November 20, 202 Meeting. Tabled

Approval of the Minutes of the January 17, 2024, Meeting.

A motion was made by Michael Giris, and seconded by Rick Fiumara.

The motion was approved unanimously.

Warrants

Bill Warrants

A motion was made by Michael Giris, and seconded by Rick Fiumara.

In the amount of \$49,737.71

Bill Warrant (February 2024 #8-1) [\$49,737.71]

Payroll Warrants

A motion was made by Rick Fiumara, and seconded by Michael Giris.

In the amount of \$ 118,924.50

Payroll Warrant (February 01, 2024 #8-1-A) [\$ 39,654.62]
Payroll Warrant (February 01, 2024 #8-1-B) [\$ 1,734.84]
Payroll Warrant (February 18, 2024 #8-2-A)[\$43,293.60]
Payroll Warrant (February 18, 2024 #8-2-B) [\$34,241.44]

The motion was approved unanimously.

Capital Fund Warrants

In the amount of \$ 9,089.00

Capital Bill Warrant (February 2024 #8-1) [\$9,089.00]

A motion was made by Rick Fiumara, and seconded by Michael Giris.

The motion was approved unanimously.

Financials

Discussion of financial reports for February 2024.

Library Correspondence

Email from patron to Library Board President Ann Doxsey.

Staff Reports

The Board is happy to see that we may be having the quails again this year, the YA department is getting busy, and the adult collection is being made easier to locate items for patrons.

Incident Reports

January 12, 2024 – Emergency personnel were called regarding an unresponsive gentleman in the parking lot.

Unfinished Business

Policies

Bulletin Board Policy (Second Reading)

A motion was made by Rick Fiumara, and seconded by Michael Giris.

The motion passed unanimously.

Update Regarding 5 Amherst

On January 22, 2024, the libraries attorney was able to speak with the owner of the property and made a verbal offer to purchase the portion of the property as delineated in the appraisal for a non-buildable lot. The owner declined the offer and did not indicate a counteroffer.

Update Regarding Engineers Report

We have received the report from Thomas Mirabel. Upon completing a review of the report, the Director inquired as to any issues that would be critical to repair or remediate. The engineer's response:

“The most critical item we reviewed was the beam end and base plate at the first floor, adjacent to the stair opening. This is the one we looked at first and is noted on the SSK-01 sketch that was at the end of the report. Although this beam

would need to be fixed in the near future, if the building is to remain, it does not appear to be something that is in need of immediate repair. If the intent is to build a new building within the next year or two, the repair can wait. However, if it looks more like 5 years until construction then we would recommend that it be repaired.”

In addition, to help prevent further damage and prolong the life of the beam, some small steps can be taken to ensure that water is no longer getting into the building at this location. One would be to redirect the water so that drains away from this wall. We briefly discussed this during my visit. Another would be to make sure any cracks gaps at the wall are properly sealed. The architect’s office may be able to help you address some of these items while you work towards getting a new building.”

New Business

Policies

Non-Discrimination Policy 2005 to be replaced by the following:

Sexual Harassment Policy (First Reading)

Sexual Harassment Complaint Form (First Reading)

Equal Opportunity & Anti-Discrimination Policy (First Reading)

Personnel – Resolution needed.

We have been unable to attract candidates from the Nassau County Civil Service list for Senior Library Clerk. The Director seeks to increase the Senior Library Clerk salary range from \$22-\$25/hour to \$25-\$28/hour.

A motion was made by Rick Fiumara, and seconded by Michael Giris.

The motion passed unanimously.

The Director requests the creation of a Librarian Trainee position with a salary range of \$22-\$27/hour.

A motion was made by Michael Giris, and seconded by Rick Fiumara .

The motion passed unanimously.

Bus Trip Insurance Discussion

After an incident during another libraries bus trip, we were alerted that under our insurance policy the library cannot obtain coverage for patrons on library sponsored bus trips. Patrons are only covered through the bus companies’ policy. The Director will contact our attorney for further guidance.

After Mouse Play Table

The director seeks permission to purchase an After Mouse Play Table in the amount of \$6,485.

A motion was made by Michael Giris, and seconded by Rick Fiumara.

The motion passed unanimously.

Library Advocacy Day

The Library Director reported regarding the Nassau County Library Associations sponsored trip to Albany for Library Advocacy Day.

The Governor has submitted her budget that includes \$34 Million in Construction Aid to NY Libraries. Last year Nassau County Libraries received about \$2 million of that funding which is significantly less than needed to upgrade our aging libraries.

Draft Budget 2024-2025 Discussion

Expenses have gone up astronomically. The tax cap calculation does not have carryover from prior years, but the budget as drafted will not pierce the tax cap. Health insurance increased approximately 13%. We cannot control retirement, Social Security, Medicare and contractual salary increases.

The Director offered a first draft budget with a 2.29% increase. We will also save money by earning interest while the rates are still high.

John H. West Elementary School PTA

Peggy Gorman will be attending the reading event at the Scholastic Book Fair Family night at 6 PM on Monday, March 6, 2024. The Library Director will be in attendance to support Ms. Gorman.

Statistics

Miscellaneous

Executive Session

A motion to go into Executive Session for the purpose of discussing the purchase of property was made by Mike Giris at 9:09 PM and seconded by Rick Fiumara.

BE IT RESOLVED, that the Plainedge Public Library Board of Trustees shall enter into an Executive Session to discuss the employment of a particular individual.

The motion was approved unanimously.

A motion to come out of Executive Session was made at 9:25 PM by Michael Giris, and seconded by Rick Fiumara.

The motion was approved unanimously.

There was no action taken.

Motion to adjourn was made by Michael Giris, and seconded by Rick Fiumara at 9:26 PM.

The motion was approved unanimously.

The date of the next Board of Trustees meeting is Monday, March 18, 2024.

_____ Secretary's Signature

_____ Date of Approval Secretary's Initials