Glen Cove Public Library
Board of Trustees Meeting
Minutes for meeting of November 19, 2019

Attendance:
Present were Trustees N. Ackerman, R. Leff, M. Maher, A. Petrash, Treasurer R. Abbondandolo; Director K. Flynn, Assistant Director J. Cabo

Absent with prior notice: S. Jakubiak,

The meeting was called to order at 6:45pm by the board President M. Maher.

I. Minutes:
The minutes of the Board meeting of October 15, 2019 were reviewed. A motion was made by R. Leff to accept the minutes. Seconded by A. Petrash. All in favor.

II. Bills:
The warrant for November 2019 covering the period 10/16/19 – 11/19/19 for total transactions of $523,607.49 was presented for approval. A motion to approve the warrant was made by N.Ackerman. Seconded by R. Leff. All in favor.

The Treasurer’s Report for October 2019 was presented for approval. Motion to accept the report was made by R. Leff. Seconded by A. Petrash. All in favor.

III. Director’s Report:
1. Personnel:
Due to the increase in minimum wages causing a wage compression issue, the Library has a reader/shelver who has been here for five years and is making .70 more than pages who began one and two years ago. He is an experienced, diligent worker who will be eligible for his six year increase in December (.50). The Director would also like to give him the contractual increase of 2.57% given to the full-time staff in January of 2020.
R. Leff made a motion to approve the increase for Brandon Mariana. Seconded by A. Petrash. All in favor.

2. Resolution on Digital Content:
Very few local newspapers printed the editorial from the library trustees. The fact that they were competing with Election Day may have played a part in the decision not to print the editorial even though it has a direct effect on the library’s mission to make all information accessible.

3. Repairs:
The lower level has been retiled, has new baseboard molding, has been painted and the staff room has had one door repaired and one replaced.
The Library building manager, Michael Fitzpatrick, has put together a suggestion to prevent future floods. Quotes are attached for cement work, iron work and relocating a water spigot.
The discussion on repairs was tabled as additional quotes are requested. R. Leff made the motion. Seconded by N. Ackerman.

4. Census 2020:
In an effort to inform the residents of Glen Cove of the importance of the upcoming Census, the Library had an immigration lawyer, Jorge Eduardo Ramirez Trejo, for an evening in October to answer any and all questions about the vulnerability of responding to the Census. The Director also lined up a speaker for the November InterAgency Council meeting from CARCEN (Central American Refugee Center) to present to the Glen Cove agencies that provide human services. The Library will be participating in additional community and IT workshops for the Census in December.

III. Committee Report:
The Friends of the Library met on November 13th and Bobbie Lomatta reported a profit of $508 from the Book and Author luncheon. A follow up mailing was sent to the membership. Long time member and board member of the Friends, Gloria Jackel is moving to CT and President Carol Rubin turned 98 in November.

IV. Old Business:
The treasurer presented an itemized listing of the Library investments and there was further discussion on creating an investment policy.
The treasurer was directed to move one million dollars (or approximately four months worth of operating funds) from the operations fund to an investment fund. This transfer has been made.

V. New Business:
The director requested permission to pay the Library bills in December as there is no board meeting. A motion to pay the bills was made by A. Pettrash. Seconded by R. Leff. All in favor.
A request was made by the director to formalize all the adult literacy programs under the heading of Adult Literacy Department. Maria Fernanda Pardo was named Head of the Adult Literacy Department as she created most of the on-going programs and trained 30 volunteers to provide one-on-one tutoring.

V. Adjournment:
There being no further business to bring before the Board of Trustees, a motion was made to adjourn at 7:34pm by M. Maher. The next regular meeting of the Board of Trustees will be held on Tuesday, January 21, 2020 at 6:45pm in the History Room of the Glen Cove Public Library.