

**Glen Cove Public Library
Board of Trustees Meeting
Minutes for April 20, 2021**

Attendance:

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

The public can register on the Library website to attend a meeting through video conferencing using Zoom.

The meeting was called to order at 6:45 by Mike Maher, President of the Board of Trustees.

I. Minutes:

A motion was made by A. Petrash to accept the minutes of the March 2021 meeting with the correction that the next meeting will be on April 20, 2021. Seconded by S. Jakubiak. All in favor.

II. Bills:

The warrant for April 2021 covering the period 3/17/21 – 4/20/21 for total transactions of \$100,773.22 was presented for approval. A motion to accept the warrant was made by S. Jakubiak. Seconded by N. Ackerman. All in favor.

NOTE: By way of explanation with no fiscal consequence, it was discovered that a check for plumber, R. Deegan, was for two invoices combined but two copies of the same invoice were attached to the check stub. Two copies of the other invoice were both sent with the check erroneously. We are requesting another copy of the missing invoice.

The Treasurer's Report for March 2021 was presented for approval. A motion to accept the Treasurer's report was made by R. Leff. Seconded by S. Jakubiak. All in favor.

III. Director's Report:

1. The Glen Cove Public Library budget vote and Trustee election was held on Tuesday, March 30, 2021. There was no increase in the budget this year as the residents of Glen Cove, like everyone else, are still trying to recuperate from the COVID-19 global pandemic. The budget was passed with a vote of 80 for and 14 against. Mercedes Morales was elected as a Trustee on the Library board by a vote of 83 to 3.

2. The Director would like to call for a motion to be made regarding reopening for evening hours. That would encompass being open 9am – 9pm Monday through Thursday.
A MOTION was made by N. Ackerman. Seconded by S. Jakubiak. All in favor.

3. If the Library returns to evening hours, the Director would like to call for a motion advancing Melissa Vargas, currently a page, to begin training as a circulation clerk at a salary of \$14.50. She is currently making the minimum wage of \$14.00 per hour.

Contingent on the prior motion passing, the Director would also like to call for a motion to hire a page to fill the open page position at the minimum wage of \$14.00 per hour.
A MOTION was made by S. Jakubiak. Seconded by N. Ackerman. All in favor.

4. New York State would like to institute a requirement for library board members that they have two hours of training each year. The target date for this requirement has been moved to 2022.

5. The construction grant monies will be rewarded to the Library in the amount of \$82,198 for building the climate controlled archival room and making access to the second level in the Library ADA compliant. The Dormitory Authority of the State of New York (DASNY) will be cutting the check during the 2021 calendar year.

6. As per New York State law, all libraries must have a Pandemic Response Plan approved by the union where applicable and voted on by the board of trustees by April 2021.

IV. Old Business:

The Dormitory Authority of New York reimbursed the Library for construction grant monies spent on the climate-controlled archival room with a check for \$82,198.98.

V. New Business:

The cost of the annual audit with Baldessari and Coster is currently \$10,200. The Board agreed that the Library should continue to have their company do the annual audit.

VII. An executive session was called at 7:15 by S. Jakubiak. A personnel matter was discussed. R. Leff called to adjourn the executive session at 7:21.

VIII. Adjournment:

There being no further business to bring before the Board of Trustees, a motion was made to adjourn by R. Leff at 7:22. The next meeting of the Board of Trustees will be held on Tuesday, May 18, 2021, at 6:45 in the Library.

Recorded by:


Kathie Flynn, Director

Approved by:


Susan Jakubiak, Secretary