

**Glen Cove Public Library
Board of Trustees Meeting
Minutes for February 16, 2021**

Attendance:

Present were Trustees, M. Maher, Treasurer R. Abbondandolo; Director K. Flynn, Assistant Director J. Cabo

Present through video conferencing: N. Ackerman, S. Jakubiak, R. Leff, A. Petrash

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

The meeting was called to order at 6:49

I. Minutes:

A motion was made by A. Petrash to accept the minutes of the January 2021 meeting. Seconded by Neil Ackerman. All in favor.

II. Bills:

The warrant for February 2021 covering the period 1/20/21 – 2/16/21 for total transactions of \$105,806.45 was presented for approval.

The Treasurer's Report for January 2021 was presented for approval. A motion to accept the warrant and the Treasurer's report was made by A. Petrash. Seconded by R. Leff. All in favor.

III. Director's Report:

1. Virtual Programming (stats attached)

2. Social Work Interns – The Library was able to get two social work interns this year and they have both worked out very well. They have assisted over 60 patrons through January with everything from insurance forms to court papers to finding a Spanish speaking therapist who counsels patients with depression. There is no stigma in coming to the Library and all appointments take place privately so offering this resource may become more permanent.

3. Financial Audit Reports - Bound copies are available in the Director's office. While the Library came in under budget for the year by 5.64%, a few of the line items were distributed differently than planned most notably use of the computer consultant and the purchase/renewal of software.

4. NYS Annual Report – As usual, the report is due in between the Board meeting dates. The report will be sent to the Trustees within 2 or 3 days and is due to NLS on or before March 1st. Please review the report and, if possible, send the director comments or questions by February 26th. Our statistics will obviously be very different from last year due to the pandemic.
Motion to accept: S. Jakubiak, Seconded: A. Petrash

5. Budget Vote and Trustee election – The budget must be posted within the next 2 days for election compliance. At this time we have one candidate for the Trustee election. Mercedes Morales has been a patron and supporter of the Library for many years. She has collected the required 25 signatures and filed them with the Library to qualify as a candidate.

Motion to accept: R. Leff, Seconded: S. Jakubiak

6. Roof Repair – The estimates vary from \$90,000 to \$180,000 +

The “band-aid” approach that has been used to fix the roof has reached the point of not being the most efficient way to proceed. Estimates have been included here to reflect the cost of repairing the entire roof with a 20-year warranty.

Requesting a third bid.

7. Cleaning the Building – On February 8th, 2021, the Library building was closed for a second complete building sanitizing. This was a pro-active move on the part of the Library as 15 other Nassau libraries had reported positive testing for the Covid virus and were forced to shut down while waiting for testing results.

8. Pandemic Planning – As per NY State the public Libraries must have a pandemic plan in place by April 1st, 2021 defining “essential” workers, remote work policy, procurement of PPE, and leave and quarantine policies for those who have been exposed.

IV. Old Business:

The question on whether or not the Resource Sharing Code has a set minimum amount for those using a collection agency has been researched and revealed that there is no set amount.

V. New Business:

Mercedes Morales has filed a petition in the Library with the 25 signatures required to qualify as a candidate for the Board of Trustees.

VI. Adjournment:

There being no further business to bring before the Board of Trustees, a motion was made to adjourn by M. Maher at 7:35. The next meeting of the Board of Trustees will be held on Tuesday, March 16, 2021, at 6:45 in the Library.

Recorded by:



Kathie Flynn, Director

Approved by:



Susan Jakubiak, Secretary