

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY  
(MASTIC RECREATION CENTER)**

**MINUTES OF JUNE 24, 2024 BOARD MEETING**

Trustee Maiorana called the meeting to order at 7:01 pm.

**CALL TO ORDER**

Present were Trustees Maiorana, Dubois, and Ricciardi, Director Rosalia, Business Manager Nowak and Secretary Stirber. Mark Grossman and Chris Barletta from Sandpebble attended as guests and Victor Canseco from Sandpebble attended via teleconference. Trustee Furnari arrived late.

**PRESENT**

**PERIOD OF PUBLIC EXPRESSION**

Motion by Dubois, second by Ricciardi, to accept the minutes of the May 20, 2024 Meeting of the Board of Trustees. Carried 3-0.

**APPROVAL OF  
MINUTES**

Motion by Ricciardi, second by Dubois, to approve the following Operating Fund Schedule of Claims dated June 24, 2024. Carried 3-0.

**SCHEDULE OF  
CLAIMS**

Motion by Dubois, second by Ricciardi, to approve the Operating Financial Report for May 2024. Carried 3-0.

**FINANCIAL  
REPORTS**

Motion by Dubois, second by Ricciardi, to approve the Capital Fund Financial Report for May 2024. Carried 3-0.

Ms. Rosalia reported that the main building looks great and the board is free to tour the facility anytime that works for them. The cabinetry, café, and circulation are all being finalized. The light fixtures look great throughout the building. It is exciting to see the small details being completed. IT is being worked on on-site, smartboards have arrived and are ready to be installed. Dave Belmonte is installing the new computers starting with the two branches. In addition, the Director informed the board that the shelving has been ordered and the furniture plan is almost finalized and complete and will be ordered soon. The work on the parking lot, curbing and drainage

**DIRECTOR**

work will begin once we receive all approvals from the Town of Brookhaven. Chris Barletta explained to the trustees that the Town is requiring a Bond and once they receive that they will release the permit for the work. Ms. Rosalia continued with her report informing the board that much of the equipment ordered is eligible for consideration in the next New York State Grant for Construction. SCLS has warned us that eight applications have been rejected and kicked back. We have put in all details to ensure that this does not happen to us. The Director informed the board that we have spoken to the grant writer and are applying for operational grants for arts and concerts. In addition, we have met with TD Bank about additional grants. As a requirement to apply for the funds available through TD we have supplied our current statistics. Ms. Rosalia then spoke about working with an event planner on fundraising for Friends of the Arts and making the most of the outdoor space at the Moriches Branch. Ideas included using that space after the Christmas Parade. In addition, we are looking at grants for the Little Red Schoolhouse. We are currently waiting for proposals on all of these concepts and once approved we are hoping to apply for grants for the property at 366 Neighborhood Road. The Director informed the board that she is working on a patron survey. Once the main building opens in the Fall we will ask for input on all facilities. Lastly, the Director congratulated Lindsay Davis on an amazing event held June 2<sup>nd</sup> at the William Floyd High School. It included elected officials with presentations and stories celebrating the faces of literacy through the year.

The Business Manager is happy to report that the fence at Moriches has been repaired. Mr. Nowak informed the board that he met with Joe Price, our insurance broker for the July 1 renewal period. Mr. Nowak reported that our “modrating” has improved which should lead to more favorable workers compensation insurance rates. Mr. Nowak informed the board the financial audit has begun and Baldessari & Coster will be on site this week. He also reported that he met with representatives from Flushing Bank. They have raised our interest rates a couple of times to respond to market conditions. He reported that we will be working with them to add new fraud prevention to our accounts. The Business Manager then reported that we have been working on payroll related items, including new time off accruals and earnings rates for the new fiscal year starting July 1<sup>st</sup>. On June 15<sup>th</sup> we made a principal and interest payment for the Bond debt service. The next payment will come due in December 2024.

**BUSINESS  
MANAGER**

Motion by Dubois, second by Furnari, to approve the CS-150 report with the Director's recommended personnel changes. Carried 4-0.

**PERSONNEL  
CHANGES**

**1. Office 365 (Enterprise Email)**

**CONTRACTS/  
RENEWALS**

Motion by Furnari, second by Dubois, to approve the annual Microsoft Office 365 subscription in the amount of \$4,080.00. Carried 4-0.

**2. Sandpebble (366 Neighborhood Road)**

Motion by Furnari, second by Ricciardi, to approve the agreement with Sandpebble for the project management and site observation of the outdoor space project at 366 Neighborhood Road at a do not exceed cost of \$115,000.00. Carried 4-0.

**3. Sipala Landscape Services, Inc.**

A. Motion by Dubois, second by Ricciardi, to approve the contract with Sipala Landscape Services, Inc. for landscaping and grass seeding for the Main Library at a cost of \$26,000.00 reserving the right to select additional alternate(s). Carried 4-0.

B. Motion by Furnari, second by Dubois, to approve the contract with Sipala Landscape Services, Inc. for an automatic in-ground irrigation system at the Main Library at a cost of \$13,750.00 reserving the right to select additional alternate(s). Carried 4-0.

**4. Professional Book Club (PBC) Guru**

Motion by Furnari, second by Ricciardi, to approve the contract with PBC Guru for an annual Library Speakers Consortium membership at a cost of \$3,500.00. Carried 4-0.

**1. Caitlyn's Vision Annual Gala**

**COMMUNITY  
EVENT**

Motion by Furnari, second by Dubois, to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the Caitlyn's Vision Annual Gala & Auction on August 14, 2024 at Giorgio's Baiting Hollow at a dinner only cost of \$125.00 per person. Carried 4-0.

## 2. St. Jude RC Church

Motion by Furnari, second by Ricciardi, to approve the purchase of a journal ad in the St. Jude 75<sup>th</sup> Anniversary Journal at a cost of \$250.00. Carried 4-0.

Motion by Dubois, second by Furnari, to move into Executive Session at 7:46 pm to discuss two contractual issues. Carried 4-0.

**EXECUTIVE  
SESSION**

Motion by Furnari, second by Dubois, to leave Executive Session at 8:32 pm and re-enter the open meeting. Carried 4-0.

Motion by Furnari, second by Dubois, to approve the latest stipulation of agreement with the CSEA which will increase the compensation rate of certain civil service titles and extend the expiring contract by one additional year. Carried 4-0.

Motion by Furnari, second by Ricciardi, to approve the contract with Executive Cleaning Services, LLC, for the final cleaning of the Main Library prior to opening to the public at a cost of \$14,575.00. Carried 4-0.

Motion by Dubois, second by Ricciardi, to adjourn the meeting at 8:33 pm. Carried 4-0.

**ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary