

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF NOVEMBER 25, 2024 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:00 pm.

CALL TO ORDER

Present were Trustees Maiorana, Gross, Furnari, Ricciardi and Kimmerling, Director Rosalia, Assistant Director D’Amato, Business Manager Nowak, and Secretary Stirber. Mark Grossman attended as a guest. Victor Canseco of Sandpebble attended via video teleconference.

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Furnari, second by Gross, to accept the minutes of the October 28, 2024 Regular Meeting of the Board of Trustees. Carried 5-0.

APPROVAL OF MINUTES

Motion by Gross, second by Furnari, to approve the following Operating Fund Schedule of Claims dated November 25, 2024. Carried 5-0.

SCHEDULE OF CLAIMS

Motion by Gross second by Kimmerling, to approve the Operating Financial Report for October 2024. Carried 5-0.

FINANCIAL REPORTS

Motion by Gross, second by Ricciardi, to approve the Capital Fund Financial Report for October 2024. Carried 5-0.

The Director was excited to report that the main building opened on Saturday. She was happy to report that even with the rainy weather over 500 people attended the ceremony. Local politicians spoke, current and former trustees and staff attended the ribbon cutting. Over 2000 people passed through the doors of the new facility and over 800 items were circulated on Saturday and Sunday. Ms. Rosalia was happy to report that she was there both days and as patrons entered the lobby it was exciting to hear how everyone loved the new facility. The staff worked extremely hard the last few

DIRECTOR

weeks to get the public floors ready and next the staff areas will be completed. The Director took the opportunity to thank everyone for the great media coverage and photos. Ms. Rosalia informed the Board now that the building is opened she is working on the logistics of operating three building and hiring staff. The Director reported that we are working on a punch list for the December meeting. Victor Canseco spoke for a few minutes about the building project and the transformation to the new facility.

Ms. D'Amato agreed with the Director's report. She spoke about the incredible job that the staff did to get ready for the opening and how amazing it was to see staff come together for the opening.

**ASSISTANT
DIRECTOR**

Mr. Nowak reported that we recently received a FOIL request and while getting ready for the opening he was assembling the data. The Business Manager reported that we have received Gold Certification for enhanced reporting with the New York State Employee Retirement System. In addition, Mr. Nowak reported that we are working on the holiday bonus for eligible part-time staff. It is calculated on hours worked and will be in the first check in December. It is currently the open enrollment period for health insurance and flexible spending and we have had one or two staff members reach out to enroll. Mr. Nowak informed the Board that we are on the agenda for the December 17th meeting at the Town of Brookhaven and following the meeting the funds held in escrow for the site improvement will be returned. In addition, we are working on the paperwork for the Suffolk County grant to obtain funds for the IA system at 407. Mr. Nowak reported that we are working with Waldners on purchasing new lockers for the downstairs staff area. Lastly, the Business Manager reported that we are working on obtaining new snow removal quotes now that we have three sites.

**BUSINESS
MANAGER**

Motion by Ricciardi, second by Gross, to approve the CS-150 report with the Director's recommended personnel changes. Carried 5-0.

**PERSONNEL
CHANGES**

Motion by Ricciardi, second by Furnari, to approve the agreement with ABC Mouse through a coordinated order with the Suffolk Cooperative Library System at an annual cost not to exceed \$1,559.30. Carried 5-0

**CONTRACTS/
RENEWALS**

Motion by Ricciardi, second by Kimmerling, to reclass \$4,000,000 from the capital fund to the operating fund. Carried 5-0.

**FUNDS
RECLASSIFICATION**

Motion by Furnari, Second by Gross, to approve the proposed SCLS 2025 annual budget, of which \$78,333.00 will be paid for contracted services by the Mastics-Moriches-Shirley Community Library. Carried 5-0.

**SUFFOLK
COOPERATIVE
LIBRARY SYSTEM
(SCLS) 2025 BUDGET
BALLOT**

Motion by Ricciardi, second by Furnari, to move into Executive Session at 7:22 pm to discuss a contractual issue. Carried 5-0.

**EXECUTIVE
SESSION**

Motion by Ricciardi, second by Kimmerling, to leave Executive Session at 8:07 pm. Carried 5-0.

Motion by Furnari, second by Ricciardi, to adjourn the meeting at 8:07 pm. Carried 5-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber
Madeline Stirber, Secretary