

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Unapproved

Of a Regular Meeting of the Library Board of Trustees
Held October 18, 2022,
at the Main Library – Meeting Room

PRESENT: Trustees: Ann M. Berger, Ann Scolnick, Charles Rosner, Kimberly Hawkins, Pat McKenna-Bausch
Library Director: Joanne Adam; Assistant Library Director: Kristine Casper;
Business Manager: Jennifer Mulvihill; Administrative Assistant: Gabriele Guerra;

EXCUSED:

Ms. Berger called the meeting to order at 6:06 p.m.

Ms. Hawkins made a motion, seconded by Mr. Rosner, to approve the agenda as presented for the October 18, 2022, Board of Trustees Meeting. The vote was unanimous.

Ms. Hawkins made a motion, seconded by Mr. Rosner, to approve the Library Board of Trustees Minutes of September 20, 2022. The vote was unanimous.

Friends of the Library Report: None

A period of public expression was offered.

A motion was made by Mr. Rosner, seconded by Ms. Hawkins, that Warrant #13, September End of Month, totaling \$332,274.66, is paid. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. Hawkins, that Warrant #14, October Disbursements, totaling \$238,732.15, is paid. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. Hawkins, that Warrant #16, Q3 Medicare Reimbursements, totaling \$31,515.03 is paid. The vote was unanimous.

Business Manager Jennifer Mulvihill announced she is investigating various investment options now that the interest rates are increasing for municipal accounts.

Committee Assignments: No committees met.

A motion was made by Ms. Hawkins, seconded by Mr. Rosner, to accept the October 2022, Personnel Report as presented. The vote was unanimous.

Assistant Library Director Kristine Casper announced that the library collected approximately 10 bags of clothes, eight boxes of toys, a box of food, and a highchair and stroller for the Helping Hand Rescue Mission as part of the Great Give Back event held last Saturday. A big thank you

to Nicole Jastrzebski, Andrea Pavlik, Laura Giuliani, Ryan Kothe, Joanne Adam for helping and to Ryan Wimmer for setting up and cleaning up all the tables and boxes outside in the driveway.

Kristine also gave an update on the research Thomas Romano has been doing regarding moving data backups to the cloud, improved cybersecurity measures, and the investigation of changing email platforms; as well as the progress being made with the design and upkeep of the library webpage and program registration software.

Library Director Joanne Adam reviewed her written report including recent hires, outside building maintenance projects, early voting at the Station Branch at the end of the month, and various outreach opportunities involving the staff.

Unfinished Business: None

New Business: Ms. Scolnick made a motion, seconded by Ms Hawkins, to approve the renewal of the third year of the contract with Communico, LLC to host the library website and program registration software in the amount of \$11,500. The vote was unanimous.

Joanne Adam reviewed quotes obtained to purchase new office furniture for the Adult Reference Office. Questions were raised regarding sustainability measures employed by the furniture companies in question. This information will be researched and provided.

Ms. Scolnick made a motion, seconded by Mr. Rosner to approve the purchase of office furniture for the Adult Reference office, once sustainability questions have been answered, in an amount not to exceed \$35,000.

For: Ms. Berger, Ms. Scolnick, Mr. Rosner; Against: none; Abstained: Ms. McKenna-Bausch, Ms. Hawkins.

The motion passed with three favorable votes.

Correspondence & Communication: Joanne Adam shared the winning bookmarks from the September is Library Card Sign-Up Month bookmark contest held in Youth & Parent Services.

A second period of public expression was offered.

At 6:42 p.m., a motion was made by Ms. McKenna-Bausch, seconded by Mr. Rosner to enter Executive Session to discuss contract negotiations and a lease agreement. The vote was unanimous.

At 7:30 p.m., Ms. Berger reconvened the meeting.

At 7:31 p.m., a motion was made by Ms. McKenna-Bausch, seconded by Ms. Hawkins to adjourn the meeting. At 7:31 p.m., the meeting was adjourned.

Respectfully submitted:

Prepared by:

Pat McKenna-Bausch, Secretary

Kristine M. Casper, Assistant Library Director