

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held October 19, 2021,
Main Library – Meeting Room

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

EXCUSED:

Ms. Hawkins called the meeting to order at 6:05 p.m.

Ms. Berger made a motion, seconded by Ms. Scolnick, to approve the agenda as presented for the October 19, 2021, Board of Trustees Meeting. The vote was unanimous.

Ms. Scolnick made a motion, seconded by Ms. Berger, to approve the Library Board of Trustees Minutes of September 21, 2021. The vote was unanimous.

A period of public expression was held.

A motion was made by Ms. Scolnick, seconded by Ms. Hawkins, that Warrant #13, September End of Month, totaling \$726,687.13, is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms. Hawkins, that Warrant #14, October Disbursements, totaling \$240,118.51, is paid. The vote was unanimous.

A motion was made by Ms. McKenna-Bausch, seconded by Ms. Scolnick, that Warrant #17, Q3 Medicare Reimbursements, totaling \$28,536.18 is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms. McKenna-Bausch, to approve Asset Disposals as follows: 1 HP Officejet Pro, 1 Dell Vostro, 10 HP computers. These are older computers and equipment that are fully depreciated and are no longer in good working condition. The vote was unanimous.

Jennifer Mulvihill was available to answer questions related to her written report.

Committee Assignments: No committees met.

A motion was made by Ms. Scolnick, seconded by Ms. Hawkins, to accept the October 2021, Personnel Report as presented. The vote was unanimous.

Assistant Library Director Kristine Casper presented a quote from Audio Video Invasion for new projector equipment to be installed in the Auditorium. The old equipment is obsolete and cannot be repaired.

Ms. McKenna-Bausch made a motion, seconded by Ms. Scolnick, to approve the purchase of a laser projector and related equipment to operate and install in the Auditorium in the amount of \$11,062.70. The vote was unanimous.

Library Director Joanne Adam gave an update on the requirement of patrons and staff wearing masks when in the library building to keep everyone safe and comfortable as COVID numbers continue to fluctuate. The Board of Trustees agreed to keep the mask rule in effect to act on the side of caution since Suffolk County is still considered a high transmission area. Ms. Adam informed the board that Phase II of the environmental study of the Station Branch property was scheduled for this week. There was a discussion about the public relations proposal from Epoch 5 regarding the announcement of the purchase of the Station Branch building.

Ms. Adam reminded the Trustees of the new Trustee Training Law that requires trustees to complete 2 hours of training a year to be recorded in the annual report. There was a discussion about the upcoming library vote day and next year's holiday calendar to be decided at a later date.

Unfinished Business: There was no unfinished business.

New Business:

Ms. McKenna-Bausch made a motion, seconded by Ms. Hawkins to approve the 2022 PALS Budget as presented. The vote was unanimous.

Ms. McKenna-Bausch made a motion, seconded by Mr. Rosner to award the bid for the printing, folding, addressing, and delivery of the library's bi-monthly newsletter to the lowest bidder, Sterling North America, starting with the January/February 2022 issue. The vote was unanimous.

Correspondence & Communication: The receipt of a thank you card from Harvey Balopole for the Board's retirement gift was announced.

A second period of Public Expression was held.

At 6:53 p.m., a motion was made by Ms. Hawkins, seconded by Mr. Rosner to adjourn the meeting. At 6:53 p.m., the meeting was adjourned.

Respectfully submitted:

Prepared by:

Ann Scolnick, Secretary

Kristine M. Casper, Assistant Library Director