

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held December 21, 2021,
Station Branch – Community Room

PRESENT: Trustees: Ann Scolnick, Ann M. Berger, Charles Rosner, Pat McKenna-Bausch
arrived at approximately 6:10 pm
Library Director: Joanne Adam
Assistant Library Director: Kristine Casper

EXCUSED: Trustee: Kim Hawkins; Business Manager: Jennifer Mulvihill

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

Ms. Scolnick made a motion, seconded by Mr. Rosner, to approve the agenda as presented for the December 21, 2021, Board of Trustees Meeting. The vote was unanimous.

Mr. Rosner made a motion, seconded by Ms. Scolnick, to approve the Library Board of Trustees Minutes of November 16, 2021. The vote was unanimous.

Mr. Rosner made a motion, seconded by Ms. Berger, to approve the Library Board of Trustees Special Meeting Minutes of December 14, 2021. The vote was unanimous.

A period of public expression was offered.

A motion was made by Ms. Scolnick, seconded by Mr. Rosner, that Warrant #22, November End of Month, totaling \$333,030.97, is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Mr. Rosner, that Warrant #23, December Disbursements, totaling \$261,122.34, is paid. The vote was unanimous.

Jennifer Mulvihill was not available, but Ms. Adam informed the Board that if they had any specific questions she could be reached by email.

Committee Assignments: No committees met.

A motion was made by Ms. Berger, seconded by Mr. Rosner, to accept the December 2021, Personnel Report as presented. The vote was unanimous.

Adult Reference Librarian, Chris Glaser, presented the new webpage and was available to answer questions.

Assistant Library Director Kristine Casper reviewed her written report including: an update on the CPR/AED training for staff, the fan condenser motor for the roof top unit servicing the Adult Reference side of the first floor was installed and explained an improvement in services for patrons needing to have a video conference with government/social services agencies at the Station Branch. A laptop with a webcam is available for patrons to reserve for this purpose.

Library Director Joanne Adam reviewed aspects of her written report including: a COVID-19 and mask mandate update; a Senior Office Assistant has been hired to replace the position vacated by Claire Tietjen and will be starting January 3rd; and Ms. Adam has been meeting with staff through her Donuts with the Director initiative.

There was a discussion about the press release written by Epoch5 announcing the purchase of the Station Branch. Some suggestions were made that will be shared with the publicity company.

There was a discussion about having someone evaluate the structure of the Station Branch building so we are better informed as to what renovations will be needed going forward. There are still a few projects left unfinished at the Main library including updates to the Youth & Parent Services Department and some offices.

Ms. Adam thanked Nicole Jastrzebski, Keith Myers, and Brittany Bowen for coordinating the Adopt-a-Family program this year as well as pages Nate, Evelyn, and clerk Molly Prep for assisting with wrapping the packages. The gifts were delivered to a family of twelve on Sunday and the family was ever so grateful.

Old Business: None

New Business: None

Correspondence & Communication: None

A second period of Public Expression was held.

At 7:08 p.m., a motion was made by Ms. Scolnick, seconded by Mr. Rosner to adjourn the meeting. At 7:08 p.m. the meeting was adjourned.

Respectfully submitted:

Prepared by:

Ann Scolnick, Secretary

Kristine M. Casper, Assistant Library Director