

APPROVED

AMITYVILLE PUBLIC LIBRARY
REGULAR BOARD OF TRUSTEES MEETING

Friday, July 10, 2020

4:25 P.M.
Via Conference Call

MINUTES

MEETING was called to order at 4:25 P.M., by the President Leslie Kretz.

PRESENT Leslie Kretz, Anthony Ceriello, Sharon Tener, Mary Beth Scarola, Salvatore Spizzirri, Monica Powers, Library Director,

MINUTES of the "Regular Board of Trustees Meeting" held on June 17, 2020 via conference call, were approved as submitted, upon motion by Salvatore Spizzirri and seconded by Mary Beth Scarola. All in favor,

APPROVAL OF BILLS

Bills in the amount of \$134,453.50, Warrant #20-10(B), incurred from April 1 through April 30, 2020 were approved for payment, upon motion by Salvatore Spizzirri and seconded by Mary Beth Scarola. All in favor

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Bills in the amount of \$8,887.87, Warrant #20-11(A), incurred from May 1 through May 11, 2020 were approved for payment, upon motion by Mary Beth Scarola and seconded by Salvatore Spizzirri. All in favor.

Bills in the amount of \$42,791.61, Warrant #20-11(B), incurred from May 1 through May 31, 2020 were approved for payment, upon motion by Mary Beth Scarola and seconded by Salvatore Spizzirri. All in favor

Bills in the amount of \$98,805.79, Warrant #20-12(B), incurred from June 1 through June 30, 2020 were approved for payment, upon motion by Mary Beth Scarola and seconded by Salvatore Spizzirri. All in favor.

DIRECTOR'S REPORT

The approval of the Treasurer's and Claims Auditor's report was tabled.

Claims Auditor & Treasurer – The claims auditor worked 4.5 hours in the month of June 2020.

The treasurer worked 4.5 hours in the month of June 2020.

Administration Raises- The Administration consisting of Monica Powers, Director and Grace Marsilla, Senior Account Clerk request a raise for the 2020/21 year. The budget allows for a 3% raise. Motion tabled.

Polycarbonate Screens

Steve Vid, of Merlin Printing in Amityville gave the library two revised estimates because we had to change to polycarbonate for the screens as per New York State requirements. The estimate without the computer screens came to \$3,962 and with the computer screens it came to \$6,830. The original estimate approved by the Board on June 17, 2020 was \$4,112. I told Merlin Printing to go ahead with the lower estimate in the interest of opening the library to the public sooner.

Opening the Library to the Public

Upon motion by Salvatore Spizzirri and seconded by Mary Beth Scarola the Board approved opening the library to the public as soon as the polycarbonate screens are installed.

Salvatore Spizzirri
AUC 2 *MBS*

Curbside Service

Curbside service is doing well as more and more patrons become aware of it. We are now offering craft and cooking kits that is needed to participate in virtual programs. As different places open, we are offering museum passes. We are accommodating patron requests for printing. Summer Reading Club prizes will also be distributed curbside.

Virtual Programming

We have scheduled virtual programming for July and August. An issue of the Browser has gone out. We will continue virtual programming in the fall even if we are open to the public.

Full Time Computer Tech

Upon motion by Mary Beth Scarola and seconded by Salvatore Spizzirri, the Board approve the hiring of a full-time computer technician at the salary of \$55,444.00 per year.

Unemployment

Three part time staff members have applied for unemployment. I think it was done to recoup the hours lost when their hours were cut for two weeks but it was filled out incorrectly. It was sent back to the Department of Labor saying that these staff members were still employed.

New Community Room

All items on the punch list have been completed. The final check was sent to East End Construction and Ivan Carrasquillo, project manager at TFMG.

Lusher HVAC

Upon motion by Anthony Ceriello and seconded by Mary Beth Scarola, the Board approved the renewal of the maintenance contract with Lusher HVAC in the amount of \$2,775.00 from 5/1/20 to 4/30/21. This is a 0% increase over the last fiscal year.

Personnel

The Board is requested to accept the termination of Brandon Garcia, part time computer tech, as of June 8, 2020.

The Board is requested to accept the resignation of Matthew Stills, part time reference librarian, as of July 3, 2020.

Handwritten signatures and initials in the bottom right corner, including "JRK", "AUC³", "MB", and "MS".

The Board is requested to accept the resignation of Tarrazaia Millar, part time circulation

The Board is requested to accept the resignation of Joseph Murphy, part time computer clerk as of July 14, 2020.

Updates

The Amityville Public Library received \$479,048.00 from the Amityville School District on 3/13/20.

The Amityville Public Library received \$26.25 in dividends from the Utica National Insurance Group on 4/16/20.

The Amityville Public Library received \$4,178.56 in dividends from the Utica National Insurance Group on 4/16/20.

The Amityville Public Library received \$479,043.00 from the Amityville School District on 5/8/20.

The Amityville Public Library received \$10,635.56 in PILOT payments from the Amityville School District on 5/20/20.

The Amityville Public Library received \$177.67 for eCommerce from SCLS on 6/3/20.

The Amityville Public Library received \$18,937.27 in PILOT payments from the Town of Babylon IDA on 6/17/20.

The Amityville Public Library received \$2,621.65 in PILOT payments from Nassau County. On 6/19/20.

EXECUTIVE SESSION: Entered 4:53 p.m. Ended: 4:54 p.m.

CORRESPONDENCE

None

NEW BUSINESS

None

OLD BUSINESS

None

NEXT MEETING

Handwritten initials: JLM, AM

Handwritten initials: LRK, (circled initials), MBB

The next "Regular Board of Trustees Meeting" will be held on Thursday, September 17, 2020 at 7:00 P.M.

ADJOURNMENT : 5:10 p.m.

Minutes by Monica Powers- Director

Handwritten signatures:
KJ
AMC
Lex MUSA