

APPROVED

AMITYVILLE PUBLIC LIBRARY
REGULAR BOARD OF TRUSTEES MEETING

Thursday, January 21, 2021

7:00 P.M.
Via Conference Call

MINUTES

MEETING was called to order at 7:04 p.m. by President Mary Beth Scarola

PRESENT Anthony Ceriello, Monica Powers, Library Director, Mary Beth Scarola, Leslie Kretz, Eileen Taylor, Sharon Tener

MINUTES of the "Regular Board of Trustees Meeting" held December 7, 2020 were approved as submitted, upon motion by Leslie Kretz and seconded by Sharon Tener. All in favor.
of the "Special Board of Trustees Meeting" held on January 7, 2021 were approved as submitted, upon motion by Sharon Tener and seconded by Anthony Ceriello.

REPORT OF FINANCIAL OFFICER

As per the Board's request, each Board Member viewed the "Cash Disbursements Journal", the "Cash Receipts Journal", as well as the Library's "Income Statement" from December 1 through December 31, 2020.

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MBS

(sent)
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APPROVAL OF BILLS

Bills in the amount of \$90,296.87, Warrant #21-06(B), incurred from December 1 through December 31, 2020 were approved for payment, upon motion Anthony Ceriello and seconded by Leslie Kretz. All in favor

Bills in the amount of \$43,974.78, Warrant #21-07(A), incurred from January 1 through January 21, 2021, 2020 were approved for payment, upon motion by Anthony Ceriello and seconded by Leslie Kretz. All in favor.

DIRECTOR'S REPORT

Treasurer's Report –Upon motion by Leslie Kretz and seconded by Anthony Ceriello, the Board made a motion to approve the Treasurer's and Claims Auditor's reports for October, November and December 2020. All in favor.

The Claims Auditor worked 3 hours in December 2020. The Treasurer worked 3 hours in December 2020.

2021/22 Budget

Member of the Board of Trustees received their copy of the 2021/22 budget. The budget is a 0% increase over the 2020/21 budget and does not have to be voted on by the community. The ballot will list two trustee positions that are open for the 2021/22 year. One trustee slot is for five years (term ending 6/30/26) and the second slot is for a one-year term (ending 6/30/22). The person receiving the most votes will win the five-year term.

QuickBooks Plus Edition

Upon motion by Leslie Kretz and seconded by Anthony Ceriello, the Board approved changing the library's financial software from Sage to QuickBooks Plus. Currently, Sage is costing the library \$1,250 per year for two users. QuickBooks plus edition will cost \$840 per year for 5 users. QuickBooks Plus is an online service. Jill Sanders, the library's accountant, recommends that we use QuickBooks online because it would give the accountants access to the information they need and cut down on Grace Marsilla's workload. Use of this software will greatly simplify the audit. It can be used from any computer and in case of a shutdown, both Grace and Ann (the Treasurer) would have access. All in favor.

Handwritten signatures and initials:
JLK
MSR
gmp
AUE

Copy Machine

Upon motion by Anthony Ceriello and seconded by Leslie Kretz, the Board approved Dr. Print for the lease at \$7,260 per year. Other offers were Mega Business Systems at \$10,647 per year and Central Business Systems at \$7,524 per year. All in favor.

Johnson Controls Security System

Upon motion by Eileen Taylor and seconded by Sharon Tener, the Board approved the renewal of the contract for Johnson Controls Security Systems which is the company that services the fire alarm. The contract is for August 2020 to August 2024. The rate is \$3,100 per year which is a 6% decrease over the previous cost of \$3,300. All in favor.

Building Improvements

After reviewing staff suggestions for building improvements, the Board requested that Monica Powers, Director, contact architects to assess the library building and make recommendations for improvement.

Personnel

Upon motion by Leslie Kretz and seconded by Sharon Tener, the Board accepted the resignation of Samantha Stemmler, page, as of 12/28/20 and Jacqueline Smith, page, as of 12/21/20. All in favor.

Upon motion by Eileen Taylor and seconded by Leslie Kretz, the Board approved the appointment of Robert Subject, full time Network Specialist, as of 1/4/21 at the salary of \$55,444. All in favor.

Updates

The Amityville Public Library received \$490,707 from the Amityville School District.

The Amityville Public Library received \$200.00 from Hudson River Cruises and Events. This is a refund of a deposit from a cancelled library trip.

Meeting adjourned at 7:52 p.m.

Next meeting on Thursday, February 25, 2021 at 6:30 p.m.

Minutes by Monica Powers-Director

Handwritten signatures and initials in the bottom right corner. The signatures appear to be 'Leslie Kretz', 'Sharon Tener', and 'Monica Powers'. There are also some initials and a circled 'omit' written in the same area.