

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held February 21, 2023,
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;
Station Branch Manager, Jose-Rodrigo Hernandez; Business Manager: Jennifer Mulvihill; Administrative Assistant: Gabriele Guerra; Dept. Head: Tom Cohn

EXCUSED:

Ms. Berger called the meeting to order at 6:04 p.m.

Ms. Scolnick made a motion, seconded by Mr. Rosner, to approve the agenda as presented for the February 21, 2023, 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 January 17, 2023. The vote was unanimous.

A period of public expression was held.

A motion was made by Mr. Rosner, seconded by Ms. Berger, that Warrant #31, January End of Month, totaling \$356,177.07, is paid. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. Berger, that Warrant #32, February Disbursements, totaling \$365,836.30, is paid. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. Scolnick, to dispose of assets as presented. The vote was unanimous.

Thomas Cohn, Department Head of Technical Services was in attendance to present an overview of department operations and answer related questions.

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

Committee Assignments: The Budget Committee met to review and approve the draft of the annual budget for fiscal year 2023 – 2024.

A motion was made by Ms. Hawkins, seconded by Mr. Rosner, to accept the February 2023, Personnel Report as presented. The vote was unanimous.

Station Branch Manager, Jose Hernandez mentioned that more programming has been scheduled at the Station Branch in March/April and thanked the Board for including more funding for Station Branch programming in the next budget.

Assistant Library Director Kristine Casper thanked Jennifer Mulvihill for her assistance in completing the annual New York state report and was available to answer any questions related to her written report.

Library Director Joanne Adam elaborated on items in her written report related to the Foundation, upcoming architect plans for the Station Branch, and the upcoming Trustee Election.

Unfinished Business: None

New Business:

Joanne Adam reviewed the budget narrative highlighting important changes she and Jennifer Mulvihill included in the draft of the Annual Budget for fiscal year 2023 – 2024.

Ms. Scolnick made a motion, seconded by Ms. McKenna-Bausch to approve the draft of the Annual Budget for fiscal year 2023 - 2024 as presented. The vote was unanimous.

Kristine Casper presented the New York State Annual Report for Public and Association Libraries: 2022 highlighting key statistical points that illustrate that in-person usage of both libraries is gradually growing after the pandemic as indicated by an increase in library visits, program sessions/attendance, and use of meeting room space by community groups over last year. Circulation of physical materials held steady with a slight increase and the usage of electronic books/video decreased a little as more people transition back to checking out physical items and in-person events.

Ms. Scolnick made a motion, seconded by Ms. Hawkins to approve the New York State Annual Report for Public and Association Libraries: 2022 as presented. The vote was unanimous.

Correspondence & Communication: None

A second period of public expression was offered.

At 7:08 p.m., a motion as made by Ms. McKenna-Bausch, seconded by Mr. Rosner to enter executive session to discuss a personnel matter. The vote was unanimous.

At 7:28 p.m., a motion was made by Mr. Rosner, seconded by Ms. McKenna-Bausch to return to public session. The vote was unanimous.

A motion was made to adjourn the meeting by Ms. McKenna-Bausch, seconded by Ms. Scolnick. The meeting was adjourned at 7:28 p.m.

Respectfully submitted:

Prepared by:

Pat McKenna-Bausch, Secretary

Kristine M. Casper, Assistant Library Director