

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held April 18, 2023,
at the Main Library – Meeting Room

PRESENT: Trustees: Ann M. Berger, Ann Scolnick, Charles Rosner, Kimberly Hawkins
Library Director: Joanne Adam; Assistant Library Director: Kristine Casper; Station
Branch Manager, Jose-Rodrigo Hernandez; Administrative Assistant, Gabriele
Guerra; Security Department Head, Rocco Aloe

EXCUSED: Pat McKenna-Bausch; Business Manager: Jennifer Mulvihill

Ms. Berger called the meeting to order at 6:00 p.m.

Mr. Rosner made a motion, seconded by Ms. Hawkins, to approve the agenda as presented for the April 18, 2023, Board of Trustees Meeting. The vote was unanimous.

Ms. Scolnick made a motion, seconded by Mr. Rosner, to approve the Library Board of Trustees Minutes of a meeting held March 28, 2023. The vote was unanimous.

A period of public expression was offered.

A motion was made by Ms. Berger, seconded by Mr. Rosner, that Warrant #39, March End of Month, totaling \$346,651.45, is paid. The vote was unanimous.

A motion was made by Ms. Berger, seconded by Mr. Rosner, that Warrant #40, April Disbursements, totaling \$221,922.64, is paid. The vote was unanimous.

A motion was made by Ms. Berger, seconded by Ms. Hawkins, that Warrant #43, Q1 Medicare Reimbursements, totaling \$34,152.45, is paid. The vote was unanimous.

Security Department Head, Rocco Aloe, was in attendance to give an overview of Library Security Department procedures including a presentation of the new Incident Tracker software, panic buttons, and a review of security camera upgrades.

Business Manager, Jennifer Mulvihill was excused and there were no questions to be addressed.

Committee Assignments: The Labor Management Committee met with the union to discuss ongoing negotiations.

The Policy Committee reviewed edits to Section 800: Acceptable Use of Library Computers & Technology policy.

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

Station Branch Manager, Jose Hernandez announced that the AARP Tax Volunteers reported that they helped a record number of patrons file their taxes this year and discussed recent outreach experiences at local schools.

Assistant Library Director Kristine Casper gave an update on the timeline of work to be done to complete the Adult Reference office renovation with electrical work beginning this week, demolition of the desks next week, and the furniture installed May 17th. Kristine also mentioned she discussed bulk mailing issues with a representative from the post office.

Library Director Joanne Adam gave an update on the Annual Budget Vote results reporting that we had a total of 196 people voting with the budget passing by nearly a ninety percent margin, 177-19. We hired a Librarian II to work primarily at the Station Branch. Jackie Narkiewicz has experience in both children's and adult departments, speaks Spanish and French, and is a notary. She begins May 1st. Joanne also explained that Section 800 of the Policy Manual, Acceptable Use of Library Computers and Technology Policy was updated to include mention of our mobile app, [HuntingtonPublicLibraryNY](#), as required for inclusion in the Google Play Store.

Unfinished Business: None

New Business:

Ms. Scolnick made a motion, seconded by Mr. Rosner, to approve the quote from Digital Provisions for the replacement and addition of security cameras at both buildings in the amount of \$13,189.70, as presented. The vote was unanimous.

Mr. Rosner made a motion, seconded by Ms. Scolnick to approve the updated Acceptable Use of Library Computers & Technology policy, as presented. The vote was unanimous.

Correspondence & Communication: None

A second period of public expression was offered.

A motion was made by Mr. Rosner, seconded by Ms. Scolnick to go into executive session at 7:00 pm to discuss a contractual matter. The vote was unanimous.

Mr. Rosner made a motion, seconded by Ms. Scolnick to approve the Memorandum of Agreement as presented, with a one-year extension expiring on June 30, 2025. The vote was unanimous.

Ms. Berger returned the meeting to public session at 7:10 pm.

A motion was made to adjourn the meeting by Mr. Rosner, seconded by Ms. Scolnick. The meeting was adjourned at 7:13 p.m.

Respectfully submitted:

Prepared by:

Ann M. Berger, President

Kristine M. Casper, Assistant Library Director