

HUNTINGTON PUBLIC LIBRARY  
338 Main Street  
Huntington, NY 11743

**MINUTES**

Approved

Of a Regular Meeting of the Library Board of Trustees  
Held May 16, 2023  
at the Station Library – Community 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

**EXCUSED:**

Ms. Berger called the meeting to order at 6:02 p.m.

Ms. Scolnick made a motion, seconded by Mr. Rosner, to approve the agenda as presented for the May 16, 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 a special meeting held April 4, 2023. 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 April 18, 2023. The vote was unanimous.

A period of public expression was offered.

A motion was made by Mr. Rosner, seconded by Ms. Berger, that Warrant #44, April End of Month, totaling \$332,569.97, is paid. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. Berger, that Warrant #45, May Disbursements, totaling \$255,710.52, is paid. The vote was unanimous.

A motion was made by Ms. Berger, seconded by Ms. Hawkins, to commit \$1,085,385. from the Unassigned Fund Balance to the Building Development Fund and approve other reserves as presented. The vote was unanimous.

A motion was made by Mr. Rosner, seconded by Ms. Hawkins, to approve a budget transfer in the amount of \$800,000 from the General Fund to the Capital Fund, to be posted in the Building Renovation line. The vote was unanimous.

Business Manager, Jennifer Mulvihill gave an update on unusual mid-year NYSHIP insurance changes that will result in a 2.7% reduction of rates beginning July 1. We also renegotiated our payroll contract which resulted in a 35% discount for next year.

Committee Assignments:

The Facilities Committee met with Joanne and Kristine to discuss needed renovations in Youth & Parent Services and the 2<sup>nd</sup> floor at the Main. It was agreed that an architect would be consulted.

A motion was made by Ms. McKenna-Bausch, seconded by Ms. Hawkins, to accept the May 2023, Personnel Report as presented. The vote was unanimous.

Station Branch Manager, Jose Hernandez, announced that full-time librarian Jackie Narkiewicz started earlier this month. She has experience in both children's and adult services and speaks both Spanish and French. Jackie will be heading up the Passport Acceptance Program. Jose has received his notary credentials and can begin notarizing documents. A 3D printer will be available at the Station. Jose attended Career Day at Woodhull and participated in the Spring Cleanup of the Station area with the Huntington Station Latin Quarter.

Assistant Library Director Kristine Casper announced that the furniture for the adult office will be delivered tomorrow, and the maintenance staff did an excellent job preparing the office for delivery.

Library Director Joanne Adam reviewed components of her report that included details about upcoming Trustee Training, the successful completion of AP Testing at the Main, and a potential collaborative plan with Huntington Zone libraries and the Family Service League to provide additional social worker services at both buildings.

Unfinished Business: None

New Business:

A discussion about the Disposal of Surplus Property policy was tabled until next month.

Correspondence & Communication: An email from the union regarding the recent completion of the Memorandum of Agreement was received.

A second period of public expression was offered.

At 6:47 p.m., a motion was made to adjourn the meeting by Ms. McKenna-Bausch, seconded by Ms. Hawkins. The vote was unanimous.

The meeting was adjourned at 6:47 p.m.

Respectfully submitted:

Prepared by:

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Pat McKenna-Bausch, Secretary

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Kristine M. Casper, Assistant Library Director