

HUNTINGTON PUBLIC LIBRARY
338 Main Street
Huntington, NY 11743

MINUTES

Approved

Of a Regular Meeting of the Library Board of Trustees
Held September 19, 2023
at the Station Branch Library – Classroom

PRESENT: Trustees: Ann Scolnick, Pat McKenna-Bausch, Kim Hawkins
Library Director: Joanne Adam; Assistant Library Director: Kristine Casper;
Station Branch Manager: Jose-Rodrigo Hernandez;
Business Manager: Jennifer Mulvihill; Administrative Assistant: Gabriele Guerra

EXCUSED: Trustees: Sam Sowyrda, Chuck Rosner

Ms. Adam called the meeting to order at 6:09 p.m.

Ms. Scolnick made a motion, seconded by Ms. McKenna-Bausch, to approve the agenda as presented for the September 19, 2023, Board of Trustees Meeting. The vote was unanimous.

Ms. McKenna-Bausch made a motion, seconded by Ms. Scolnick, to approve the Library Board of Trustees Minutes of a meeting held July 18, 2023. The vote was unanimous.

Ms. Scolnick made a motion, seconded by Ms. McKenna-Bausch, to approve the Library Board of Trustees Minutes of a Special Meeting held July 27, 2023. The vote was unanimous.

A period of public expression was offered.

A motion was made by Ms. Scolnick, seconded by Ms Hawkins, that Warrant #4, July End of Month, totaling \$413,662.84, is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms Hawkins, that Warrant #5, August Disbursements, totaling \$225,005.18, is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms Hawkins, that Warrant #8, August End of Month, totaling \$350,515.68, is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms Hawkins, that Warrant #9, September Disbursements, totaling \$234,587.05, is paid. The vote was unanimous.

A motion was made by Ms. Scolnick, seconded by Ms Hawkins, that Warrant #1, September Capital Fund, totaling \$10,000.00, is approved. The vote was unanimous.

Ms. Scolnick made a motion, seconded by Ms Hawkins, to approve the asset disposal of an obsolete card catalog for magazines, as presented. The vote was unanimous.

Business Manager, Jennifer Mulvihill did not have anything to add to her written report and there were no questions.

Committee Assignments: No committees met.

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

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

Station Branch Manager, Jose Hernandez, did not have much to add to his report but did highlight that he was working on aspects of the Downtown Revitalization Initiative (DRI) on an ongoing basis.

Assistant Library Director Kristine Casper provided a Station Branch renovation update and stated bid documents for restrooms and stairs should be available by the next Board of Trustees meeting.

Library Director Joanne Adam highlighted items from her report.

Unfinished Business: None

New Business: Ms. Casper gave a review of the Public Library Construction Grant.

A motion was made by Ms. McKenna-Bausch, seconded by Ms. Scolnick, to approve submission of the New York State Construction Grant Application, as presented. The vote was unanimous.

Correspondence & Communication: A letter was received by the Board of Trustees.

A period of public expression was offered.

At 6:37 p.m., a motion was made to go into Executive Session to discuss a personnel matter by Ms. Scolnick, seconded by Ms. McKenna-Bausch.

Ms. Hawkins reconvened the public meeting at 7:55 p.m.

At 7:56 p.m. a motion was made by Ms. Hawkins, seconded by Ms. McKenna-Bausch to adjourn the meeting. The vote was unanimous.

The meeting was adjourned at 7:56 p.m.

Respectfully submitted:

Prepared by:

Ann Scolnick, Secretary

Gabriele Guerra, Administrative Assistant