

**Island Park Public Library  
176 Long Beach Road  
Island Park, NY**

**BOARD OF TRUSTEES MEETING  
April 1, 2020 – 7:00 p.m. – Virtual Meeting by Zoom Videoconferencing Call\***

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*Note; Due to closure of the Library due to statewide COVID-19 health emergency*

President Elen Levitt called the meeting to order at 7:02pm.

*Present:* Elen Levitt-President; Joseph Pontecorvo-Vice President; Dr. Dean Bacigalupo-Trustee; Thomas McCreight-Trustee; Michael Schnall-Trustee; Jessica Koenig-Library Director; Laura Granelli, Attorney.

*Absent* Joanne Cunningham, Secretary, MaryAnn Comuniello, Treasurer

*Guests:* One community member was in the audience and was excluded from Executive Session.

**Approval of Minutes**

**RESOLUTION** by Thomas McCreight-Trustee, seconded by Michael Schnall-Trustee:

Whereas in light of the COVID-19 outbreak and requirements for social distancing, the Island Park Library is currently conducting its board meetings via a virtual format as in accordance with Executive Order 202.1. NOW THEREFORE BE IT RESOLVED THAT, Library Director Jessica Koenig shall serve as Clerk pro tem for the Library's meetings pending Board designation otherwise.

All aye. Motion carried

**MOTION** by Joseph Pontecorvo-Vice President, seconded by Thomas McCreight-Trustee, to approve the minutes of March 25, 2020.

All aye. Motion carried

**MOTION** by Joseph Pontecorvo-Vice President, seconded by Thomas McCreight-Trustee, to approve the payment of bills on the warrant dated 3/12/2020-4/1/2020 in the amount of in the amount of \$26,313,78 and; payroll with an ending date of 3/14/2020 in the amount of \$25,057.82; and payroll with an ending date of 3/28/202 in the amount of \$23,391.99.

All aye. Motion carried.

**RESOLUTION** by Michael Schnall-Trustee, seconded by Joseph Pontecorvo-Vice President:

Be it resolved that the Library Board's resolution of March 25 be revised nunc pro tunc, to clarify that the reason the Library is implementing online bill paying is to promote current COVID-19 social distancing guidelines and minimize the potential exposure of the Library's board and staff to COVID-19.

All aye. Motion carried.

**RESOLUTION** by Michael Schnall-Trustee, seconded by Thomas McCreight-Trustee:

WHEREAS on January 30, 2020 the World Health Organization designated the COVID-19 outbreak a public health emergency of international concern, on January 31, 2020, the United States Secretary of Health and Human Services declared a nationwide public health emergency for COVID-19, and on March 13, 2020,

President Trump issued a proclamation declaring a national emergency concerning the COVID-19 outbreak; and

WHEREAS on March 7, 2020, Governor Cuomo declared a state disaster emergency in New York for COVID-19 pursuant to Executive Order 202; and

WHEREAS on March 16, 2020, Governor Cuomo issued Executive Order 202.4, requiring all local government and political subdivisions to allow non-essential personnel to work from home or take leave without charging accruals, in an amount no less than fifty-percent of the total of number of employees, effective March 17, 2020, and on March 20, 2020, Governor Cuomo issued Executive Order 202.8 which requires all non-essential businesses to utilize work from home and telecommuting to the greatest extent possible, and to reduce the in-person workforce at any work locations by 100%, and on March 23, 2020, Governor Cuomo issued Executive Order 202.10, temporarily prohibiting all non-essential gatherings of individuals of any size for any reason; and

WHEREAS Governor Cuomo has extended all in-person workforce restrictions until April 15, 2020, and has indicated that such restrictions may be subject to further extension; and

WHEREAS there have been numerous documented cases of COVID-19 across the state of New York, including Nassau County, and are expected to continue, and the federal government, state government, and CDC have directed communities to implement social distancing and prioritize public health amidst the COVID-19 crisis, and the Library seeks to prioritize public health and implement recommended measures to avoid the transmission of COVID-19;

NOW THEREFORE, BE IT RESOLVED that the Board hereby determines that the circumstances described herein constitute an ongoing public health emergency; and

BE IT FURTHER RESOLVED AND ORDERED that the Board has determined that the temporary closure of the Library is and has been required to preserve the public health and safety, and declares that the Library's closing as of March 16, 2020, will continue until further notice, and subject to any future orders from a governmental agency with appropriate authority.

All aye. Motion carried.

**MOTION**

by Joseph Pontecorvo-Vice President, seconded by Michael Schnall-Trustee, to approve the following statement to be placed on the library's website:

Please note that pursuant to Executive Order 202.13, the Library's annual budget vote Meeting and Election, which was previously scheduled to occur on May 19th, 2020, has been postponed until at least June 1st, 2020 and is subject to further directive as to the timing, location, or manner of voting. In addition, the circulation, filing, and collection of any nominating petitions associated with the Annual Meeting and Election is also postponed.

All aye. Motion carried

**MOTION** by Joseph Pontecorvo-Vice President, seconded by Thomas McCreight-Trustee, to meet every week pending further board action.  
All aye. Motion carried

**ENTER EXECUTIVE SESSION:**

**MOTION** at 7:42pm, by Joseph Pontecorvo-Vice President, seconded by Thomas McCreight-Trustee, to enter into Executive Session to discuss collective bargaining negotiations under the Taylor Law.  
All aye. Motion carried

**EXIT EXECUTIVE SESSION AND ADJOURN THE MEETING:**

**MOTION** at 8:08pm, by Joseph Pontecorvo-Vice President, seconded by Thomas McCreight-Trustee to exit executive session and move back into regular session.  
All aye. Motion carried.

**MOTION** at 8:08pm, by Joseph Pontecorvo-Vice President, seconded by Thomas McCreight-Trustee to exit executive session, move back into regular session, and immediately adjourn the meeting.  
All aye. Motion carried.

Respectfully Submitted,

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Jessica Koenig/ Secretary Pro Tem

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Elen Levitt / Board President

**NOTE: The Minutes are approved at the following month's Board meeting. Should there be any changes upon approval, the Minutes will be reprinted and reposted to the website with the corrections.**