

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

BOARD OF TRUSTEES MEETING
November 16, 2022 – 7:30 p.m.

President Elen Levitt called the meeting to order at 7:32pm.

Present: Elen Levitt-President; Joseph Pontecorvo-Vice President; Dr. Dean Bacigalupo-Trustee; Jessica Koenig-Library Director; Ian Smith-Assistant Library Director; RoseAnn Licari-Treasurer.

Absent Michael Schnall-Trustee; Thomas McCreight-Trustee; Joanne Cunningham, Secretary.

Guest: Ted Schlomann, Baldessari & Coster.

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to accept the audit of the fiscal year ending June, 30, 2022.
All aye. Motion carried.

Approval of Minutes

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve the minutes of October 26, 2022.
All aye. Motion carried.

Approval of Bills, Warrants, Payrolls, and Financial Report:

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve:

Warrant # 155 dated November 16, 2022 in the amount of \$130,851.05; and

Payroll with ending date of 10/22/2022 in the amount of \$26,802.02; and

Payroll with ending date of 11/5/2022 in the amount of \$26,615.28.

All aye. Motion carried.

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve the 2023 ILS & Associated Services Budget and Participating Libraries Schedule of Fees.

All aye. Motion carried.

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve the following resolution:

The Board of Trustees ratifies the approval of Assistant Director Ian Smith to attend the NYLA conference held on November 2, 2022 – November 5, 2022 in Saratoga, New York, and further approve the costs of attendance, reasonable travel, food, and lodging related thereto, as in accordance with the Library's Terms and Conditions of Employment with the Assistant Director.

All aye. Motion carried.

NOTE The Board of Trustees recognizes the achievements of Joseph Pontecorvo-Vice President in being selected to receive the Velma K. Moore Award from the Library Trustees Association, Section of New York Library Association, for exemplary service and contributions as a Trustee to the Island Park Public Library.

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve the following resolution:

WHEREAS, tears and holes in the Library Building's roof ("Roof Repairs") were very recently discovered and posed an imminent threat to the integrity of the Library's building if not repaired immediately;

NOW THEREFORE, the Board of Trustees hereby declares the Roof Repairs to be an unforeseen public emergency as referenced in NY General Municipal Law 103 as well as the Library's Procurement Policy and Regulation, and ratifies the approval of All Weather Guard Corporation to complete such Roof Repairs at a total cost of \$3,850.00.

All aye. Motion carried.

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve the following resolution:

WHEREAS, one compressor on the Library's largest HVAC unit (HVAC Unit 1) became inoperable on or about July 25, 2022, which caused the Library to be unable to provide sufficient air cooling to seniors, young children, and others who were utilizing the Library in the middle of the heat wave occurring at that time; thus rendering the situation an emergency; and

WHEREAS, the Board recognized the emergency and acted immediately to repair HVAC Unit 1 ("HVAC Repairs");

NOW THEREFORE, the Board of Trustees hereby ratifies, *nunc pro tunc*, the declaration of the HVAC Repairs to have been an unforeseen public emergency as of July 25, 2002, and as referenced in NY General Municipal Law 103 as well as the Library's Procurement Policy and Regulation, and further ratifies the approval of Quinn and Feiner to replace two (2) compressors in the Library's HVAC Unit 1, at a total cost of \$24,997.

All aye. Motion carried.

MOTION by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee to approve the Library's revised Purchasing Order Policy, as submitted.

: All aye. Motion carried.

ENTER EXECUTIVE SESSION:

MOTION at 8:10pm, by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Bacigalupo-Trustee, to enter into Executive Session to discuss the employment history of a specific person.
All aye. Motion carried.

EXIT EXECUTIVE SESSION AND ADJOURNMENT:

MOTION at 9:05pm, by Joseph Pontecorvo-Vice President, seconded by Dr. Dean Backgalupo-Trustee, to exit executive session and adjourn the meeting.
All aye. Motion carried.

Respectfully Submitted,

Jessica Koenig/ Secretary Pro Tem

Elen Levitt / Board President

<p>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.</p>
