

BOARD MEETING MINUTES
TUESDAY, MAY 18, 2021
BABYLON PUBLIC LIBRARY

PRESENT: Gary Brunjes, Robert Brink, Debbie Young Szala, Cheryl Murphy, Joanne Allar, Vicki Lever, Director, Cathy Tingo, Board Secretary

GUEST: Loretta Chillemi

The meeting was called to order at 6:30 p.m. by President Brunjes followed by the Pledge of Allegiance.

Minutes –

Motion was made to accept the Minutes of the April 20, 2021 Board meeting.
(Brink/Szala) Unanimous (Allar-Abstain)

Treasurer's Report/Warrants –

Motion was made to approve the April 2021 Warrant #GF2104, Payroll Warrant 2104-1, Payroll Warrant 2104-2, and Payroll Warrant 2104-3, as prepared by Treasurer, Michael Castonguay. (Allar/Murphy) Unanimous

Motion was made to approve checks numbered 4949 through and including 5017.
(Brunjes/Brink) Unanimous

Director's Report –

The Director presented her report which was reviewed and approved by the Board.

Period of Public Expression -

President Brunjes offered an opportunity for a Period of Public Expression. None offered.

Personnel Report –

Approval of Longevity for Jenny Bonanno –

Motion was made to approve the longevity payment of \$2,000 to Jenny Bonanno on her 20th anniversary on staff, effective June 18, 2021. (Brink/Szala) Unanimous

Approval of Longevity for Jill Davidson –

Motion was made to approve the longevity payment of \$750 to Jill Davidson on her 5th anniversary on staff, effective June 20, 2021. (Murphy/Allar) Unanimous

Employment Agreements -

Motion was made to confirm the Terms and Conditions of Employment for Catherine Tingo, Assistant to the Director. (Brink/Szala) Unanimous

Motion was made to confirm the Terms and Conditions of Employment for Maria Umland, Senior Account Clerk. (Szala/Murphy) Unanimous

Unfinished Business –

Fence Installation –

The fence was installed on 4/26 and 4/27.

Quarantine of Items –

Going forward items returned will be placed in a bin inside the library, wiped down by the custodians and returned to shelves the same day.

A discussion transpired on whether or not to reinstate fines for overdue items. The Board agreed that letters should be sent to patrons with overdue items advising them their library privileges will be suspended until items are returned.

New Business –

Motion was made to adopt the calendar of Trustee Meeting Schedule for fiscal year 2021/2022. (Murphy/Brink) Unanimous

Motion was made to adopt the calendar of Holiday closings for fiscal year 2021/2022. (Allar/Murphy) Unanimous

Motion was made to adopt the Sunday Schedule for fiscal year 2021/2022. (Brink/Murphy) Unanimous

Draft of letters to library consultants –

Parking Lot –

Vicki informed the Board that the library's sign was stolen from parking lot and a police report was filed.

Charging Stations –

Vicki shared with the Board that Suffolk County would like to apply for a federal grant to obtain funding that would help install electric charging stations at public libraries. The

charging stations could be used by staff and patrons during the day and area municipalities at night when the library is closed. A discussion ensued.

Security Cameras –

Vicki advised the Board that one DVR hard drive failed, and one camera is not working. The Board reviewed various options for replacing the DVR and fixing the camera. It was agreed the estimate of Johnson Controls, approximately \$3,500, was the best.

CDC regulations –

A discussion transpired on new CDC guidelines. The library will follow the CDC guidelines and allow fully vaccinated people to enter the library without wearing a mask.

Donation –

An aerial picture of Babylon was donated to the library by Steven Mastrorocco in memory of his mother, Rose.

Period of Public Expression –

President Brunjes offered an opportunity for a Period of Public Expression. None offered.

Upcoming Meeting -

Tuesday, June 15, 2021 @ 6:30 p.m.

Adjournment -

Motion was made to adjourn the meeting at 7:01 p.m. (Brink/Murphy) Unanimous

Respectfully submitted,

Cathy Tingo

Board Secretary