

**DEER PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
ANNUAL REORGANIZATION AND MONTHLY BOARD MEETING  
Tuesday, July 27, 2021, 7:00pm**

**MINUTES**

Present: John Gagliano, President  
Dorothy Weissgerber, Vice President  
William Celona, Secretary

Richard Rapecis, Library Director  
Lisa Shumicky, Assistant Library Director  
Susan Zapata, Business Manager

Ellen Druda, Community Member  
Christine Campana, Community Member

**CALL TO ORDER**

Upon a motion by Dorothy Weissgerber, seconded by William Celona, John Gagliano called the meeting to order at 7:03pm, and led those present in the Pledge of Allegiance.

**NOMINATION  
OF OFFICERS**

The Board affirmed the following for the 2021-2022 fiscal year:

John Gagliano will serve as President

Dorothy Weissgerber will serve as Vice President

William Celona will serve as Secretary

**ANNUAL REORGANIZATION BUSINESS**

- 1) Upon a motion by Dorothy Weissgerber, seconded by William Celona, the Board affirmed the following items for the 2021-2022 fiscal year:
  - a. Meeting time and calendar of monthly Board of Trustees meetings, fourth Wednesday of each month at 7:00pm, unless change is required due to lack of quorum, weather, etc. Note: Date and time to be arranged for August and December meetings held for purpose of approval of bills;
  - b. Review and approval of Conflict of Interest Policy;
  - c. Review and approval of Investment Policy;
  - d. Review and approval of Whistleblower Policy;
  - e. Official newspapers designated to carry legal notices are *Babylon Beacon* and *Long Island Business News*;
  - f. Board of Trustees designates the library official to certify the staff payroll to be the Library Director. In his/her absence, the designee is the Assistant Director;
  - g. Continuation of bank accounts at First National Bank of Long Island;
  - h. The designated Treasurer shall remain Maria Antonelli, at a monthly stipend of \$300;
  - i. Designation of authority for investment of library funds to be the Library Director. In his/her absence the designee is the Assistant Director;
  - j. BOCES Employee Assistance Program to be renewed, annual cost to be approximately \$1,800; and

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- k. Approval of Holiday closings, including the addition of Juneteenth and the library remaining closed on Sundays.
- 2) Upon a motion by William Celona, seconded by Dorothy Weissgerber, the following independent professionals were retained for the 2021-2022 fiscal year:
- a. Joseph P. Price of Epic Insurance Brokers & Consultants (formerly Cook Maran) as the insurance representative with Utica Insurance;
  - b. Pine Barrens Printing as printing firm for the Library newsletter and other publications and;
  - c. The Law Offices of Volz & Vigliotta, PLLC as Library Counsel (contract approved at the June 23, 2021 meeting);

**PUBLIC  
EXPRESSION**

Ellen Druda expressed her condolences on the passing of Board Trustee Angela Macaluso.

Ellen Druda discussed the value of public libraries and circulation desk staff. Board members, community members and staff recognized the need for both circulation staff and RFID utilization. The Board encouraged the continued use of all available platforms to increase patron RFID awareness and usage including the library’s newsletter, social media and website.

**APPROVAL OF  
MINUTES**

Upon a motion by William Celona, seconded by Dorothy Weissgerber, the Board approved the minutes of the meeting of June 23, 2021.

**FINANCIAL  
MATTERS**

Upon a motion by Dorothy Weissgerber, seconded by William Celona, the Board approved the current bills and Treasurer’s Report for July 2021.

Upon a motion by William Celona, seconded by Dorothy Weissgerber, the Board approved a letter to the school district regarding tax levy and collection for the 2021-2022 fiscal year.

The Board tabled approval of a proposed budget for 2021-2022, pending further review of same.

The Director and Board discussed becoming a “fines free” library.

**BUILDING  
MATTERS**

Upon a motion by William Celona, seconded by Dorothy Weissgerber, the Board approved a telephone equipment service contract with Commpath.

Upon a motion by Dorothy Weissgerber, seconded by William Celona, the Board approved a pavement repair and sealing contract with Suffolk Property Development Corp.

The Director and Board discussed repairs to an existing HVAC air handler. The Board requested the Director contact BBS and advise the Board.

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The Director discussed a modernization proposal by TK Elevator.

**PERSONNEL  
MATTERS**

The Board tabled hiring additional Circulation Department personnel.

Upon a motion by William Celona, seconded by Dorothy Weissgerber, the Board approved the hire of Kristen Breslin as a full-time Librarian I (Children's Services) pending reachability on a Civil Service local preference list.

The Assistant Director discussed her intention to retire within the near future.

Upon a motion by Dorothy Weissgerber, seconded by William Celona, the Board approved a 2020-2024 contract with the United Public Service Employee Union.

**ASSISTANT  
DIRECTOR'S  
REPORT**

The Assistant Director's monthly statistics were presented. The restart of live programming in the fall was discussed.

**INCIDENT  
REPORTS**

A recent incident report was discussed.

**CORRESPONDENCE**

Correspondence was discussed.

**OTHER BUSINESS**

The Board approved the library's participation in a community fair taking place at Geiger Park on Sunday, September 26, 2021.

**NOTED AS  
OPEN ITEMS**

Patron RFID.

Confirm newly installed emergency button in elevator is functioning.

**DATE OF NEXT  
MEETING**

The next monthly Board meeting will be held on Wednesday, August 25, 2021 at 7:00pm. The September Board meeting will be held Monday, September 20, 2021 at 7:00pm.

**ADJOURNMENT**

Upon a motion by Dorothy Weissgerber, seconded by William Celona, the meeting was adjourned at 9:20pm.

Respectfully submitted,

Susan Zapata  
Business Manager