

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING
Monday, November 21, 2022, 7:00pm**

MINUTES

Present: Justin Belkin, President
John Gagliano, Trustee
Michael Shanahan, Trustee

Richard Rapecis, Library Director
Susan Zapata, Business Manager

Excused: William Celona, Secretary
Mike Gonzalez, Trustee

Anne Cognato, Community member
Andrew Melin, Community member
Mireille Melin, Community member
Fran Moser, Community member
Dawn Recine, Community member

CALL TO ORDER

Justin Belkin called the meeting to order at 7:03pm, and led those present in the Pledge of Allegiance.

**PUBLIC
EXPRESSION**

Community member Anne Cognato inquired as to the Board's collective vision for the future of the library, as well as Board meeting scheduling protocol.

Community members Andrew and Mireille Melin discussed the property adjacent to the library and their home.

Community member Dawn Recine commented on the library's recent successes, including the work of staff and programming.

Community member Fran Moser commented on library programs filling quickly and the lack of space for programming, as well as increasing public notification of Board meetings. The Board noted meetings are posted on the library's website, on the bulletin board by the library's entrance, and the library's outdoor sign.

**APPROVAL OF
MINUTES**

Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board approved the minutes of the meeting of October 12, 2022.

**FINANCIAL
MATTERS**

Upon a motion by John Gagliano, seconded by Michael Shanahan, the Board approved the current bills and Treasurer's Report.

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Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board approved the Suffolk Cooperative Library System's proposed budget for calendar year 2023. The Director explained the budget represented a 1% increase from the prior year, and explained the services provided by the System.

Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board approved the purchase of a patron card printer.

BUSINESS MATTERS

Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board voted to elect Justin Belkin to serve on the Board of the Suffolk Cooperative Library System representing the Towns of Babylon and Islip.

Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board approved a 2023 library vote date of April 4, 2023.

BUILDING MATTERS

The Director and Board discussed the search for a Construction Manager for a roof, ceiling, lighting and HVAC project.

The Director, Board and community members discussed the properties located adjacent to the library, including the temporary repair and demolition process of a house on East 5th Street.

PERSONNEL MATTERS

Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board approved the hire of Robert McGrory as a part-time librarian for the Children's Department.

Upon a motion by Michael Shanahan, seconded by John Gagliano, the Board approved the replacement of a part-time library clerk.

DIRECTOR'S REPORT

Department library usage statistics were presented.

Incident reports were discussed.

NOTED AS OPEN ITEMS

Potential restart of library bus trips.

Completion of written employee evaluations.

Counsel draft of policy regarding background checks of prospective library employees.

Temporary repair and demolition process of a house on East 5th Street.

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**DATE OF NEXT
MEETING**

The next monthly Board meeting will be held on Wednesday, January 25, 2023 at 7:00pm.

**MEETING
ADJOURNMENT**

Upon a motion by Michael Shanahan, seconded by John Gagliano, the meeting was adjourned at 8:40pm.

Respectfully submitted,

Susan Zapata
Business Manager