

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING
Wednesday, March 22, 2023, 7:00pm**

MINUTES

Present: Justin Belkin, President
William Celona, Secretary
John Gagliano, Trustee
Mike Gonzalez, Trustee
Michael Shanahan, Trustee

Richard Rapecis, Library Director
Susan Zapata, Business Manager

Joseph B. Rettig, BBS Landscape Architects and Engineers

CALL TO ORDER

Justin Belkin called the meeting to order at 7:05pm, and led those present in the Pledge of Allegiance.

**BUILDING
MATTERS**

Joseph B. Rettig, BBS Landscape Architects and Engineers, discussed a roofing, ceiling, lighting and HVAC construction project.

Upon a motion by Mike Gonzalez, seconded by John Gagliano, the Board approved adding to the agenda the Board's consideration of contractors presented by BBS Landscape Architects and Engineers and Park East as the lowest qualified bidders for an upcoming construction project.

Upon a motion by William Celona, seconded by John Gagliano, the Board approved contractors presented by BBS Landscape Architects and Engineers and Park East as the lowest qualified bidders for an upcoming construction project.

Upon a motion by William Celona, seconded by Mike Gonzalez, the Board approved a contract by D'Alessandro & Son to repair the library's sidewalk and curbing areas.

**PUBLIC
EXPRESSION**

Deer Park resident Joe Houser expressed his interest in bringing live music performances back to the library.

Deer Park resident Andrew Melin inquired as to the property located at 75 East 5th Street, Deer Park.

**APPROVAL OF
MINUTES**

Upon a motion by Mike Gonzalez, seconded by William Celona, the Board approved the minutes of the meeting of January 25 2023.

**FINANCIAL
MATTERS**

Upon a motion Mike Gonzalez, seconded by William Celona, the Board approved the current bills and Treasurer's Report.

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Upon a motion by Mike Gonzalez, seconded by John Gagliano, the Board approved the Annual Report for Public and Association Libraries for 2022.

Upon a motion by John Gagliano, seconded by Mike Gonzalez, the Board approved a Fund Balance Policy.

Upon a motion by Mike Gonzalez, seconded by William Celona, the Board approved a Capitalization Policy.

Upon a motion by William Celona, seconded by John Gagliano, the Board approved a proposed 2023-2024 budget.

**PERSONNEL
MATTERS**

The Board discussed the Account Clerk position, and requested copies of union contracts for the next meeting.

Upon a motion by John Gagliano, seconded by Mike Gonzalez, the Board approved adding to the agenda the Board's consideration of hiring for a vacated part-time Library Clerk position.

Upon a motion by Mike Gonzalez, seconded by William Celona, the Board approved the hire of Emily Bassett as a part-time Library Clerk.

**BUSINESS
MATTERS**

Upon a motion by William Celona, seconded by Mike Gonzalez, the Board approved a proposal by Geovanny & Sons Landscaping Inc.

The Board tabled discussion of future Board meeting dates.

The Director and Board discussed procedures regarding library programs.

The Board agreed to the removal of plastic sneeze guards around the Circulation and Adult Reference areas.

Upon a motion by William Celona, seconded by John Gagliano, the Board approved charging \$2 each per Notary for non-resident notarizations.

**BUILDING
MATTERS**

The Board tabled further discussion of the property located at 75 East 5th Street, Deer Park.

**DIRECTOR'S
REPORT**

Department library usage statistics were presented.

Incident reports and correspondence were discussed.

**EXECUTIVE
SESSION**

Upon a motion by John Gagliano, seconded by William Celona, the Board entered Executive Session at 9:33pm.

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Upon a motion by _____, seconded by _____, the Board exited Executive Session at _____pm.

DATE OF NEXT MEETING

The Board agreed to Thursday, April 27, 2023 at 7pm for the next monthly Board meeting.

MEETING ADJOURNMENT

Upon a motion by _____, seconded by _____, the meeting was adjourned at _____ pm.

Respectfully submitted,

Susan Zapata
Business Manager