

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
ANNUAL REORGANIZATION AND MONTHLY BOARD MEETING
Wednesday, July 26, 2023, 7:00pm**

MINUTES

Present: Justin Belkin, President
John Gagliano, Vice President
Mike Gonzalez, Secretary
William Celona, Trustee
Anne Cognato, Trustee

Richard Rapecis, Library Director
Susan Zapata, Business Manager

Marlene Downing, Community Member
Susan Gaskin, Community Member
Margie Russo, Community Member

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

PUBLIC EXPRESSION Community members discussed on-line library programs, program registration, future building plans, book donations and library bus trips.

EXECUTIVE SESSION Upon a motion by Mike Gonzalez, seconded by John Gagliano, the Board entered Executive Session at 7:37pm.

Upon a motion by Mike Gonzalez, seconded by William Celona, the Board exited Executive Session at 7:51pm.

NOMINATION OF OFFICERS The Board affirmed the following for the 2023-2024 fiscal year:

Justin Belkin will serve as President

John Gagliano will serve as Vice President

Mike Gonzalez will serve as Secretary

ANNUAL REORGANIZATION BUSINESS

Upon a motion by Mike Gonzalez, seconded by Anne Cognato, the Board affirmed the following items for the 2023-2024 fiscal year:

- 1) a. Calendar of upcoming monthly Board of Trustees meetings, starting at 7:00pm: August 23, 2023; September 20, 2023; October 18, 2023; November 15, 2023; December 13, 2023; thereafter the fourth Wednesday of each month, unless change is required due to lack of quorum, weather, etc.;
- b. Review and approval of Conflict of Interest Policy;
- c. Review and approval of Investment Policy;

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- d. Official newspapers designated to carry legal notices are *Babylon Beacon* and *Long Island Business News*;
- e. Board of Trustees designates the library official to certify the staff payroll to be the Library Director;
- f. Continuation of bank accounts at First National Bank of Long Island;
- g. The designated Treasurer shall remain Maria Antonelli, at a monthly stipend of \$300;
- h. Designation of authority for investment of library funds to be the Library Director;
- i. BOCES Employee Assistance Program to be renewed, annual cost to be approximately \$1,800;
- j. Approval of Holiday closings and Sunday hours; and
- k. Approval of budget allocations for 2023-2024.

Upon a motion by Mike Gonzalez, seconded by Anne Cognato, the following independent professionals were retained for the 2023-2024 fiscal year:

- 2) a. EPIC Brokers Insurance Brokerage;
- b. Custom Computer Specialists as the information technology consultants;
- b. Searles Graphics 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 28, 2023 meeting);

APPROVAL OF MINUTES

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved the minutes of the meeting of June 28, 2023.

FINANCIAL MATTERS

Upon a motion by William Celona, seconded by John Gagliano, the Board approved the current bills and Treasurer’s Report.

Upon a motion by Mike Gonzalez, seconded by Anne Cognato, the Board approved a letter to the school district regarding tax levy and collection for the 2023-2024 fiscal year.

PERSONNEL MATTERS

The Board declined the hire of Ruth Evans for a part time Guard position.

The Board tabled discussion of an Account Clerk position.

BUILDING MATTERS

A rough estimate regarding the demolition of the building at 75 East 5th Street was discussed. The Board requested additional estimates via RFP for same.

Library telephone services provided by Spectrotel and Commpath were discussed.

DIRECTOR’S REPORT

Department library usage statistics were presented.

The library’s participation in Deer Park’s upcoming Fall Festival was discussed.

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OTHER BUSINESS

Upon a motion by Mike Gonzalez, seconded by William Celona, the Board approved adding the consideration of an SCLS grant application to the Agenda.

Upon a motion by John Gagliano, seconded by Anne Cognato, the Board approved an SCLS grant application in the amount of \$314,069.

DATE OF NEXT MEETING

The Board agreed to Wednesday, August 23, 2023 at 7:00pm for the next monthly Board meeting.

MEETING ADJOURNMENT

Upon a motion by John Gagliano, seconded by Mike Gonzalez, the meeting was adjourned at 9:35pm.

Respectfully submitted,

Susan Zapata
Business Manager