

Minutes of the Board of Trustees of the Manhasset Public Library
February 10, 2026

*Held at the Library in the Lower Level meeting room on Tuesday, February 10, 2026.
Session called to order at 7:05 pm.*

Attendance

Board Members:

- Charles Jettmar, President
- Judith Esterquest, Vice President
- Donald T. O’Brien, Financial Officer
- Gloria Su, Trustee
- Diane Klein, Trustee

- Maggie Gough, Director
- Maria Mignano, Assistant Director
- Stephanie Catlett, Secretary to the Board

Minutes from previous session

Motion by Gloria Su, seconded by Diane Klein to accept the Minutes dated January 13, 2026.

- Yes – Jettmar, Esterquest, O’Brien, Su, Klein
- No - none

Financials, Reports and Vouchers

The Trustees reviewed and accepted Brian K. Cleary’s Treasurer’s Report of January 21, 2026. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on February 10, 2026 and are allowed in the amounts shown.

Voucher #920	1/15/26	Payroll	\$ 89,368.20
Claims Warrant	1/21/26	A-Fund/General Operating	\$167,595.83

Linda Palmieri has been hereby authorized and directed to pay to each of the claimants.

Motion made by Donald T. O’Brien, seconded by Diane Klein, to approve Vouchers in the amounts listed.

RESOLVED, that the Board ratifies and confirms the vouchers as stated.

Yes – Jettmar, Su, O’Brien, Esterquest, Klein

No – none

Director’s Report – Director answered all questions regarding her report.

Roof project update: BEST Restoration has not been on site this past week due to the harsh weather; there are remaining punch list items to be done but the project is 90% complete. Access to the roof has been restricted due to the remaining snow cover. FPM is looking into the smoke vents and prevention of possible leaks.

FPM update: Building Vehicle Protection/Bollards: Keith Callahan has provided the draft Building Vehicle Protection documents for council’s review. The documents have been submitted to Chris Prior with the expectation that they will be reviewed and returned this week. Once the documents are approved, we will discuss the bid and award timeline, and based on that, establish the project schedule. We are anticipating an April construction start.

During the discussion, the Trustees expressed the need for a ‘plan view’ of the frontage space in order to develop a landscape design with ReWild/sustainable plants. The Director was asked to request the ‘plan view’ from FPM in addition to a lighting design focused on illuminating the barrel vault.

Annual Report for NY State Libraries – update from NLS: All libraries in NYS are responsible for submitting Annual Reports to the NYSL (New York State Library); this submission is managed by NLS who in turn receives and distributes state funding for our library system. We have been informed by NLS that, with the sun setting of the Baker & Taylor’s Annual Report *Collection Connect* software platform, we (Nassau libraries) will be using OCLC’s *Counting Opinions* software to gather and submit our 2025 information. NLS in conjunction with NYSL will be providing training on the OCLC software (OCLC – Online Computer Learning Center/WorldCat). The projected new deadline date for submission is April 1 but that may change depending on the success of the rollout. NLS is working with OCLC to transfer data to the new platform.

Budget Vote Timeline Update:

Wednesday, February 11 – Trustee Nominating Petitions available

Friday, February 27 – Return date for Nominating Petitions

Tuesday, March 24 – Annual Budget Hearing at 7:00pm

Wednesday, March 25 – Possible Meet the Candidates Night

Tuesday, March 31 – Budget Vote & Trustee Election, 8:00am-9:00pm in the Community Room

- A Special Board Meeting will be held directly after ballots are counted to authenticate the election results.

The date for the Annual Budget Hearing and next Board of Trustees Meeting is on Tuesday, March 24, 2026 at 7:00 pm.

The next Board of Trustees Meetings are all scheduled for Tuesdays at 7:00 pm – April 14, 2026, May 19, 2026 and June 16, 2026

Motion to end the meeting made by Donald T. O'Brien and seconded by Diane Klein at 8:15 pm.

Respectfully submitted,

Stephanie Catlett,

Secretary to the Board