

**Minutes of the Annual Budget Hearing and Meeting of the Board of Trustees of  
the Manhasset Public Library  
March 23, 2022**

*Held at the Library in the Community Room/ Lower Level meeting room on Wednesday,  
March 23, 2022.  
Session called to order at 6:25pm.*

**Attendance**

Board Members:

Charles Jettmar, President  
Gloria Su, Vice President  
Donald T. O'Brien, Financial Officer  
Judith Esterquest, Trustee  
William Hannan, Trustee

Maggie Gough, Director  
Maria Mignano, Assistant Director  
Linda Palmieri, Principal Clerk  
William DeWitt, Esq.  
Antonia Mattheou, Archivist  
Stephanie Catlett, Secretary to the Board

Executive Session entered immediately at the start of the meeting for the discussion of legal issues.

Executive Session ended at 7:00pm.

No actions taken.

Annual Budget Meeting commenced.

Also present: Frances Zino

Anthony Marangiello

Patricia M. O'Brien

Board President Charles Jettmar opened the Budget Hearing session with introductions and made the following remarks:

“In keeping with established procedure, the Library is holding the Annual Budget hearing. In keeping with our practice, I will turn the meeting over to the Board Financial Officer, Donald O'Brien, who will present our 2022-2023 Proposed Library Operating Budget with Debt Service.”

Donald O'Brien and the Director used a PowerPoint presentation to illustrate the proposed 2022-2023 budget, a comparative overview and 2022-2023 breakdown. Following the power point presentation, Board President Chuck Jettmar stated, "thank you Donald for this review of the 2022-2023 Library Budget. I open the meeting for discussion or questions from those present."

Members of the public were interested in knowing when programming would be recommencing at the library. They were particularly interested in the resumption of exercise.

The Trustees and Director answered all questions. Motion to accept the budget followed.

Motion: Donald T. O'Brien, seconded by Gloria Su to adopt the 2022-2023 Library Budget with Debt Service in the total amount of \$5,616,328.

Yes - Jettmar, Su, O'Brien, Esterquest, Hannan

No – none

*Resumption of Meeting at 7:50pm*

**History Center Presentation:** Archivist Antonia Mattheou provided a progress report which highlighted additions to the collection now totaling 56 boxes (28 linear feet) of material. The collection has 25 maps and drawings which documents all aspects of Manhasset history and 1,115 local history books. Our digital collection currently has 194 digitized images; out of which 29 are compound (compound items consist of 2-80 pages each). During 2020-21, 7,970 patrons viewed our digital holdings and finding aids. We have provided assistance to 20 visiting researchers and responded to over 25 email research requests. Our present exhibit on display in the lobby "Wild Manhasset" explores native and invasive species in the Manhasset area. A featured exhibit, in the Second floor display case, contains artifacts and first edition books from our Frances Hodgson Burnett collection. The History Center has been chosen as a hub site for Consider the Source NY – a joint Archive Partnership and NY Council for History Education project to identify historical records for use in K-12 education.

### **Minutes from previous session**

**Motion** by Judith Esterquest, seconded by Gloria Su to accept the Minutes dated March 7, 2022.

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

No – none

**Financials, Reports and Vouchers**

The Trustees reviewed and accepted Michael Tomicich’s Treasurer Report of March 8, 2022. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on March 23, 2022 and are allowed in the amounts shown.

Voucher #818	3/3/2022	Payroll	\$ 71,734.68
Claims Warrant	3/8/2022	A-Fund/General Operating	\$ 60,826.09

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

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

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

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

No – none

**Director’s Report** – the Director answered all questions regarding her report. The Director reminded the Trustees of the procedures for the upcoming April 6<sup>th</sup> Annual Budget Vote and Trustee Election. On Wednesday morning, we will be conducting the final set up with the poll workers at 7:30am and open the polls at 8am. The polls will close at 9pm at which time the ballots will be counted. Attendance by Trustees is not required, however, a quorum is necessary in order to call a special meeting to confirm the vote after the count.

The dates for the next Board Meetings are Wednesday, April 27, 2022 and Wednesday, May 11, 2022.

Motion to end the meeting made by Charles Jettmar and seconded by William Hannan at 8:30pm.

Respectfully submitted,

Stephanie Catlett, Secretary to the Board