

**Minutes of the Annual Budget Hearing and Meeting of the Board of Trustees of
the Manhasset Public Library
March 24, 2026**

*Held at the Library in the Community Room on Tuesday, March 24, 2026.
Session called to order at 7:10 pm.*

Attendance

Board Members:

Charles Jettmar, President (delayed arrival 7:18pm)
Judith Esterquest, Vice President
Donald T. O'Brien, Financial Officer
Gloria Su, Trustee
Diane Klein, Trustee

Maggie Gough, Director
Maria Mignano, Assistant Director
Linda Palmieri, Business Operations Manager
Stephanie Catlett, Secretary to the Board

Also present: Ryan C. Kennedy

Vice President Judith Esterquest opened the Budget Hearing session:

“In keeping with established procedure, the Library is holding the Annual Budget hearing. The following is a presentation of the 2026-2027 Proposed Library Budget.”

Donald O'Brien used a PowerPoint presentation to illustrate the proposed 2026-2027 budget, a comparative overview and 2026-2027 breakdown. Following the power point presentation, Mr. O'Brien opened the meeting for discussion or questions from those present. There were no audience questions or comments.

Motion to accept the budget followed.

Motion by, Judith Esterquest seconded by Gloria Su to adopt the 2026-2027 Library Budget with Debt Service in the total amount of **\$6,170,912**.

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

No – none

Resumption of Meeting at 7:20 pm

Minutes from previous sessions

Motion by Charles Jettmar, seconded by Diane Klein to accept the Minutes dated February 10, 2026.

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

No – none

Financials, Reports and Vouchers

The Trustees reviewed and accepted Brian Cleary’s Treasurer Reports of February 27, 2026 and March 10, 2026. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on March 25, 2025 and are allowed in the amounts shown.

Voucher #921	1/29/26	Payroll	\$ 92,893.73
Claims Warrant	2/11/26	A-Fund/General Operating	\$ 137,246.98
Voucher #922	2/12/26	Payroll	\$ 89,492.00
Voucher #923	2/26/26	Payroll	\$ 91,696.37
Claims Warrant	2/27/26	A-Fund/General Operating	\$ 26,018.89
Claims Warrant	3/10/26	A Fund/General Operating	\$ 99,428.73
Claims Warrant	3/10/26	H-Fund/Capital Projects	\$ 102,030.00
Voucher #924	3/12/26	Payroll	\$ 91,323.33

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

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

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

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

No – none

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

Budget Vote and Trustee Election: The Director reminded the Trustees of the procedures for the upcoming March 31, 2026 Annual Budget Vote and Trustee Election. We will be using voting machines this year. On Tuesday morning, we will be conducting the final set up with the poll

workers at 7:30am and open the polls at 8:00am. The polls will close at 9:00pm 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.

FPM- Projects Status:

Roof: FPM is continuing to work with BEST to finish the repairs on the punch list items.

Vehicle Protection Project: FPM’s Steven Brito, Assistant Engineer, provided us with bid documents, which were made available to interested parties at 12 noon Friday, March 20th. The project was announced in the Sunday, March 15th edition of Newsday. The next steps include walk through, closing the bidding, opening the bids and awarding the project. Once awarded, we should be breaking ground by early June. The actual construction - clearing the space, pouring the concrete and installing the bollards, should be completed within a two-week time frame.

The Trustees asked the Director what kind of disruptions the vehicle protection project would cause to patrons. There may be some spaces in the parking lot and other areas which have to be cordoned off, affecting parking in and around the area.

ILS Integrity Policy: Our Librarians, who select materials and manage our collections, as well as the public we serve, are faced with many confounding issues resulting from A.I. (artificial intelligence) generated materials. Careful selecting and curating have become, and will remain, increasingly difficult as the A.I. practices become more sophisticated. We are working with the Nassau Library System, which provides cataloging services under ILS (Integrated Library System), to identify A.I. materials and discourage adding them to the shared catalog. NLS has developed the Shared ILS Integrity Policy that has been approved by their Board and MLD for adoption system wide.

Motion, made by Judith Esterquest and seconded by Gloria Su, to accept and adopt the Shared ILS Integrity Policy.

RESOLVED, the Board votes to accept and adopt the Shared ILS Integrity Policy.

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

No – none

An updated Collection Development Policy, including the A.I. integrity statement, will be confirmed at the June Re-Org meeting.

Business Office: At Donald O'Brien's direction, Linda Palmieri reinvested matured investments and purchased a Treasury Note and Bill through our TD Wealth account.

Personnel - Staffing: One of MPL's Youth Services full-time Librarians' has not passed probation and has been terminated. Part-time Librarian 1, Sophia Sotto, will be promoted to full-time to fill the vacancy. Sophia has worked at the Library for three years and has a proven work ethic, skill set and an enthusiastic service record.

Two Youth Services Librarians, Amy D'Arco and Theresa Vogel, have been working to enhance the Library's relationship with the Manhasset Middle School. They have recently visited the Middle School and developed a rapport with the Librarian. The Middle School Librarian requested the NLS Techmobile visit the school, and Ms. D'Arco and Ms. Vogel have arranged that for April.

The next Board of Trustees meetings are all scheduled for Tuesdays at 7:00 pm – April 14, 2026, May 19, 2026 and June 30, 2026.

Motion to end the meeting made by Charles Jettmar and seconded by Gloria Su at 7:55 pm.

Respectfully submitted,

Stephanie Catlett

Secretary to the Board