

Minutes of the Board of Trustees of the Manhasset Public Library
March 7, 2022

*Held at the Library in the Community Room/Lower Level on Monday, March 7, 2022.
Session called to order at 7:40 pm.*

Attendance

Board Members:

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

William DeWitt, Esq.
Maggie Gough, Director
Maria Mignano, Assistant Director
Stephanie Catlett, Secretary to the Board

Executive Session:

Various legal matters were discussed with the Library's attorney, William De Witt, Esq.

Executive Session Entered: 7:40 pm

Executive Session Exited: 9:15 pm

ACTIONS: Counsel has directive from the Trustees.

Minutes from previous session

Motion by Judith Esterquest seconded by Gloria Su to accept the Minutes dated February 2, 2022.

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

No – none

Financials, Reports and Vouchers

The Trustees reviewed and accepted Michael Tomicich Treasurer’s Report of February 16, 2022. The voucher listed below was audited by the Board of Trustees of the Manhasset Public Library on March 7, 2022 and is allowed in the amounts shown.

Claims Warrant	2/16/2022	A-Fund/General Operating	\$ 95,752.81
Voucher #817	2/17/2022	Payroll	\$ 70,364.10

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 – Director answered all questions regarding her report.

Business

Annual Report 2021: The Trustees are asked to review and accept the Annual Report for Public and Association Libraries, a NYSDOE requirement. The report quantifies library collections, services, finances and facility conditions.

The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board.

Motion by Donald T. O’Brien seconded by Judith Esterquest to accept the Annual Report for 2021.

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

No – none

March 12, 2022 Reopening Event: Trustees are asked to arrive at the Library at 1:30pm to greet local dignitaries and prepare for the photo session. The Art Reception will open at 2pm. We will have light refreshments available in the Café.

Vote and Election Update: As of March 7, 2022, we have one Trustee nominating package completed and submitted by incumbent Judith Esterquest. We will hold this year's vote using paper ballots.

The Budget Forum will be held at 7:00 pm on Wednesday, March 23, 2022. Trustee Donald T. O'Brien will present the 2022-2023 proposed library budget to the Manhasset community.

Capital Project: façade and roof evaluation - Steve Emery, of Geiger Engineers, has done an initial site inspection. He can provide a proposal to inspect the MPL facade and roof, and specifically review the leakage condition at the steel frame windows. The Suprema roof warranty is under examination and the proposed inspection will list issues to address.

The Director has a proposal from the fence installer to repair sections of the perimeter fence which blew down in the last windstorm.

Mask Update: Some of our Staff are continuing to wear masks in public areas and during public interactions. Upon request, we will provide masks and COVID tests to all staff members. We are continuing our practice of optional public masking. *"At MPL, mask wearing is optional, but encouraged. Please respect each individual's decision."*

Staff Training: The trustees asked the Director to come back to them with a plan for staff training, specifically fire drills, active shooter training and defibrillator training.

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

Motion to end the meeting made by Gloria Su and seconded by Charles Jettmar at 9:45 pm.

Respectfully submitted,

Stephanie Catlett, Secretary to the Board