

Minutes of the Board of Trustees of the Manhasset Public Library
April 14, 2026

*Held at the Library in the Lower Level Conference Room on Tuesday, April 14, 2026.
 Session called to order at 7:10 pm.*

Attendance

Board Members:

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

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

Minutes from previous sessions

Motion by Donald T. O’Brien, seconded by Gloria Su to accept the Minutes dated March 24, 2026 and March 31, 2026.

Yes – Esterquest, O’Brien, Su

No – none

Financials, Reports and Vouchers

The Trustees reviewed and accepted Brian Cleary’s Treasurer Reports of March 25, 2026, and April 8, 2026. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on April 14, 2026 and are allowed in the amounts shown.

Claims Warrant	3/25/26	A-Fund/General Operating	\$ 50,420.03
Claims Warrant	3/25/26	H-Fund/Capital Projects	\$ 4,495.00
Voucher #925	3/26/26	Payroll	\$ 92,956.30
Claims Warrant	3/31/26	A-Fund/General Operating	\$ 30,557.10
Claims Warrant	4/8/26	A-Fund/General Operating	\$ 136,142.34
Voucher #926	4/9/26	Payroll	\$ 91,018.79

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

Motion made by Donald T. O'Brien, seconded by Judith Esterquest, to approve Vouchers in the amounts listed.

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

Yes – Esterquest, O'Brien, Su

No – none

Director's Report

FPM Projects Update: FPM's Robbie Hein is negotiating with BEST regarding work needed or, credits to be issued, in order to close out the Roof Project. FPM is expected to supervise BEST's workmanship as they complete work on the outstanding punch list items. We are expecting a close out by the end of the month.

Vehicle Protection/bollard project: The onsite bid walk through was held Friday, April 3rd. The session was attended by one of the six construction bidders. FPM's Keith Callahan and Steven Brito conducted an information session and site tour. The project is open to bid submission through April 24th at 2pm with the public bid opening at 3pm. The contract will be awarded after FPM's review and with Board approval. The projected date for contract approval will be the May 19th Board meeting.

Looking ahead: The May 19th Board Meeting will include discussion with FPM's Keith Callahan on the initial phase results of the HVAC study. The study will include drawing sets and construction cost estimates for two HVAC options. FPM is creating two designs, with structural analysis, for possible repair or replacement of the cooling tower and air-cooled chillers system. Once the Trustees have selected an option, work will continue on design development and construction documents.

Facility - Parking Lot: Parking lot repair proposals, including crack filling, resurfacing, sealing and striping, are being collected. Once a contractor is selected, we will proceed with repairs.

Trustee Gloria Su reported on questions she has been asked by community members regarding programming. After discussion by the Trustees, the Director and Assistant Director agreed to follow-up with the Programming Coordinator, Michael Serrano.

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

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

Respectfully submitted,

Stephanie Catlett, Secretary to the Board