

**Minutes of the Board of Trustees of the Manhasset Public Library**  
**May 2, 2025**

*Held at the Library in the 2<sup>nd</sup> Floor Conference Room on Friday, May 2, 2025.  
Session called to order at 12:45 pm.*

**Attendance**

Board Members:

Charles Jettmar, President (arrived 1:30)  
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, Principal Account Clerk  
Stephanie Catlett, Secretary to the Board

Also present: Keith Callahan, FPM Group  
Robert Hein, FPM Group

**Minutes from previous sessions**

Motion by Donald T. O'Brien, seconded by Gloria Su to accept the Minutes dated March 25, 2025 and April 8, 2025.

Yes – Esterquest, O'Brien, Su, Klein (D. Klein abstained for April 8, 2025)

No – none

**Financials, Reports and Vouchers**

The Trustees reviewed and accepted Brian Cleary's Treasurer Reports of March 27, 2025, April 10, 2025 and April 29, 2025. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on May 2, 2025 and are allowed in the amounts shown.

Voucher #899	3/27/25	Payroll	\$ 86,908.47
Claims Warrant	3/27/25	A-Fund/General Operating	\$ 33,080.40
Claims Warrant	3/31/25	A-Fund/General Operating	\$ 25,861.80
Voucher #900	4/10/25	Payroll	\$ 84,406.29
Claims Warrant	4/10/25	A-Fund/General Operating	\$ 126,293.89
Voucher #901	4/24/25	Payroll	\$ 85,761.55
Claims Warrant	4/29/25	A-Fund/General Operating	\$ 35,587.07

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 – Esterquest, O’Brien, Su, Klein

No – none

**New Business**

**Roof Replacement Bid**

Keith Callahan and Robert Hein of FPM Group explained the process of bid selection to the Trustees. The Exterior Renovations, Roof and Façade work project, was awarded to Best Restoration Services, in the amount of \$851,000.

Motion made by Charles Jettmar, seconded by Gloria Su, based on the recommendation of FPM, the Trustees vote to award the Exterior Renovations, Roof and Façade work project to Best Restoration Service, in the amount of \$851,000.

RESOLVED, to accept FPMs recommendation of Best Restoration Service in the amount of \$851,000.

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

No – none

**Vehicle Barrier Discussion**

Keith Callahan presented results of a study undertaken by FPM regarding a potential vehicle barrier. The Library's property line limits how much space there is to put in any type of vehicle barrier. However, FPM would recommend putting concrete bollards in the corner area where Onderdonk Avenue meets Northern Boulevard.

The Trustees requested further study of the type of bollard cover to be used to provide protection and keep costs down. Also, the Trustees asked FPM to update their proposal to include lighting and landscaping. The Trustees and FPM representatives both agreed that this project should not move forward until the roof replacement project takes place.

Motion to end the meeting made by Donald T. O'Brien and seconded by Judith Esterquest at 2:35 pm.

Respectfully submitted,

Stephanie Catlett

Secretary to the Board