

Minutes of the Board of Trustees of the Manhasset Public Library
September 20, 2023

*Held at the Library in the Lower Level meeting room on Wednesday, September 20, 2023.
Session called to order at 6:40 pm*

Attendance

Board Members:

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

- Maggie Gough, Director
- Maria Mignano, Assistant Director
- Stephanie Catlett, Secretary to the Board
- Karina Kovac, Blank Slate Media

Minutes from previous session

Motion by William Hannan, seconded by Judith Esterquest to accept the Minutes, dated June 28, 2023.

- Yes – Esterquest, O’Brien, Su, Hannan
- No – none

Financials, Reports and Vouchers

The Trustees reviewed and accepted Michael Tomicich’s Treasurer’s Reports of August 16, 2023, August 31, 2023 and September 15, 2023. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on September 20, 2023 and are allowed in the amounts shown.

Voucher #855	8/3/2023	Payroll	\$ 75,483.08
Claims Warrant	8/16/2023	A-Fund/General Operating	\$ 112,008.32
Voucher #856	8/17/2023	Payroll	\$ 76,812.12
Voucher #857	8/31/2023	Payroll	\$ 76,553.35
Claims Warrant	8/31/2023	A-Fund/General Operating	\$ 60,569.51
Voucher #858	9/14/2023	Payroll	\$ 75,119.24
Claims Warrant	9/15/2023	A-Fund/General Operating	\$ 86,105.43

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

Motion made by William Hannan, seconded by Gloria Su, to approve Vouchers in the amounts listed.

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

Yes – Esterquest, O’Brien, Su, Hannan

No – none

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

Library Card Sign-Up Month - Starting September 1st, patrons who open a new library card or update/renew their current library card will be entered into a raffle. Senior Library Clerk, Megan Murphy created the signup raffle and promotional signage. There are two raffle categories: Adult & Children. Patrons can drop their raffle ticket into the box at the circulation desk. The drawing for the prize(s) will take place on October 2nd.

Constitution Week - Constitution week is celebrated each year from September 17-23. In conjunction with the *Daughters of the American Revolution* (DAR) we created a display and posted the Constitution Proclamation. The actual signing of the Constitution was in Philadelphia at the ‘convention’ on September 17, 1789; making our Constitution 234 years old. Constitution week is meant to examine an important part of the cultural heritage of the United States of America because it recognizes the value of the American democratic experiment, and the success and struggles of a nation of people whose rights and liberties are protected by a written Constitution. The display provides information and resources for our community.

Family Search Library - This September MPL became a FamilySearch affiliated library. FamilySearch is a nonprofit organization sponsored by The Church of Jesus Christ of Latter-day Saints. There are only a few hundred affiliate libraries in the country. The designation means our library patrons will now have convenient access to the wealth of genealogical resources available through FamilySearch. The popular web service has over 6 billion searchable names and 2 billion images of historical genealogical records. It has amassed billions of birth, marriage, death, census, land and court records from more than 130 countries to help our patrons discover and make family connections. There will be a dedicated computer for genealogical research set up on the second floor and we will add supporting programming.

Personnel - We welcomed Theresa Vogel, Librarian trainee, to our staff. She will begin her training in Youth Services and will rotate throughout the departments. Theresa is a first year graduate MLS student at Queens College.

New Business:

Library Use Statistics - 2023 data shows that physical units (books, DVDs, books on tape/CD) are trending slightly down for FY 2023-23. Some of the drop reflects the switch to streaming services. E Circulation continues to rise, and Library visits have significantly increased. Patron visits drive many of our services including reference transactions, public computer use, museum passes and programming.

First Amendment Audit Update – At a recent staff meeting, we discussed the recent First Amendment audit that occurred at the Bryant Library. Policies, including *Library Code of Conduct* and the *Filming and Photography Policy* were reviewed. Staff were provided the opportunity to discuss coping strategies and practice responses to being filmed at their place of work.

The date for the next Board Meetings for 2023 (all Wednesdays) are October 18, November 15 and December 13 at 6:30 pm.

Motion to end the meeting made by William Hannan and seconded by Gloria Su at 7:15 pm.

Respectfully submitted,

Stephanie Catlett, Secretary to the Board