

Mar. 2020

Minutes March 26, 2020

**Minutes of the Annual Budget Hearing and Meeting of Board of Trustees of the
Manhasset Public Library**

Held on Monday, March 26, 2020- this was a virtual session held in response to the coronavirus (COVID-19) pandemic

Attendance

Board Members:

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

Maggie Gough, Director

Additional attendance list attached

President Charles Jettmar opened the Session for Budget Hearing with introductions and made the following remarks.

"In keeping with established procedure, the Library is holding the Annual Budget hearing. In keeping with our practice, I will turn the meeting over to the Board Financial Officer, Donald O'Brien, who will present our 2020-2021 Proposed Library Operating Budget with Debt Service."

Donald O'Brien and the Director used a power point presentation to illustrate proposed 2019-2020 budget, a comparative overview and 2020-2021 breakdown. Following the power point presentation, Board President Chuck Jettmar stated, "thank you Donald for this review of the 2019-2020 Library Budget, I open the meeting for discussion or questions."

The Trustees and Director answered all questions.

Motion: Charles Jettmar, seconded by Gloria Su to adopt the 2020-2021 Library Budget with Debt Service in the total amount of **\$5,501,214**

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

No – none

Resumption of Board Meeting

Minutes from previous sessions

Motion by Charles Jettmar, seconded by, Judith Esterquest to accept Minutes dated February 13, 2020.

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

Financial Report and Vouchers:

The Trustees reviewed and accepted Michael Tomicich Treasurer’s Report of March 23, 2020. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on March 26, 2020 and are allowed in the amounts shown.

Voucher #765	2/20/2020	Payroll	\$88,244.31
Claims Warrant	2/26/2020	Operating	\$82,882.89
Voucher #766	3/5/2020	Payroll	\$89,219.00
Claims Warrant	3/11/2020	Operating	\$41,910.06

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

Motion made by Charles Jettmar seconded by Donald O’Brien 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

The Policy subcommittee consisting of Trustees Judith Esterquest and Gloria Su in addition to the director, have been commissioned to review and propose the following policies which they recommend to the Trustees for acceptance.

- o Meeting Room Policy and Application for meeting room use
- o Staff Computer Use

TABLED for later.

Motion to adjourn made by Charles Jettmar at 7.23pm.

Next meeting: TBA

Respectfully submitted,

Maggie Gough, acting as Board Secretary