

**Minutes of the Meeting of Board of Trustees**  
**of the Manhasset Public Library**  
**June 1, 2020**

*Held on Monday, June 1, 2020- this was a virtual session held in response to the coronavirus (COVID-19) pandemic. These minutes reflect basic discussion.*

**Attendance**

Board Members:

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

Maggie Gough, Director

**Executive session entered at 7:00pm exited at 8:30pm**

**No business other than approval of May 13, 2020 Minutes.**

**Minutes from previous sessions**

Motion by Judith Esterquest, seconded by, Gloria Su to accept the brief Minutes dated May 13, 2020.

Yes – Jettmar, Su, O'Brien, Esterquest

No – none

**Executive session resumed under advice of Legal Counsel.**

**Public session will be held on June 8, 2020**

Motion to end the meeting Donald O'Brien second by Charles Jettmar at 9:38pm

Next meeting: Monday, June 8, 2020

Respectfully submitted,

Maggie Gough, acting as Board Secretary

**Minutes of the Meeting of Board of Trustees**  
**of the Manhasset Public Library**  
**June 15, 2020**

*Held on Monday, June 15, 2020- this was a virtual session held in response to the coronavirus (COVID-19) pandemic. These minutes reflect basic discussion.*

**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

Executive session: entered at 7:15pm exited 8:15pm followed by a brief break prior to virtual public session.

**Minutes from previous sessions**

Motion by Judith Esterquest, seconded by, Gloria Su to accept the brief Minutes dated, June 1, 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 June 4, 2020.

The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on June 15, 2020 and are allowed in the amounts shown.

Voucher #771	5/14/2020	Payroll	\$ 81,409.79
Claims Warrant	5/15/2020	Operating	\$79,662.08
Voucher #772	5/28/2020	Payroll	\$83,191.89
Claims Warrant	5/28/2020	Operating	\$13,307.20

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

Motion made by Gloria Su seconded by Judith Esterquest 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

RESOLUTION FOR: Standard Work Day and Reporting for Appointed Officials: **TREASURER**

Be it resolved, that the Manhasset Public Library hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Appointed Officials: Treasurer- Michael Tomicich, current term 6/1/2020-6/30/2021, with a 10 hour per month work schedule.

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

No – none

### **Administrative Report**

The Director provided a summary of her report

### **New Business**

MDA Bid acceptance:

Motion by Donald O'Brien, seconded by Charles Jettmar to accept the final Bid Proposal documents prepared by MDA for release June 16, 2020.

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

### **Personnel and Legal**

During the executive session held on June 1, 2020, personnel decisions were made. With regard to the Cultural Program Specialist position, the Trustees are aware of the upcoming renovation project, and the elimination of community programming for at least the next two years and the overlapping of duties between this position and that of librarians. As such, in the interest of economy and efficiency, the Director is to arrange with Civil Service to have this position abolished. The Director has accomplished this. As such this resolution is proposed and accepted.

Motion to Abolish the Full Time Position of Cultural Program Specialist.

Be It Resolved that upon recommendation of the Library Director, Civil Service approval, the Manhasset Public Library Board of Trustees in the interests of economy and efficiency, hereby abolishes the Full Time position of Cultural Program Specialist effective June 12, 2020.

Yes – Jettmar, Su, O’Brien, Esterquest

No – Hannan

Motion to accept the finding of the confidential Investigative Report and Recommendations, dated May 21, 2020 conducted by Elena Cacavas, Esq.

Yes – Jettmar, Su, O’Brien, Esterquest

No – none

Motion to end the meeting Gloria Su second William Hannan at 8:47pm

Next meeting: TBA

Respectfully submitted,

Maggie Gough, acting as Board Secretary