

Minutes of the Board of Trustees of the Manhasset Public Library
Reorganization Meeting June 22, 2021

*Held at the Library in the Conference Room on Tuesday, June 22, 2021.
Session called to order at 6:54 pm.*

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

Minutes from previous sessions

Motion by Charles Jettmar seconded by Judith Esterquest to accept the Minutes dated, June 2, 2021 as amended.

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

No – none

No Financial Reports, No Vouchers, No Treasurer Report for this session.

Director requested the review and approval of COVID safety protocols: mask wearing.
The following statement reflects MPL procedures as of July 1, 2021.

At MPL, the health and safety of our community and staff continue to be our highest priority. As of mid-June 2021, New York State has reached the 70% vaccination mark. The Governor announced that capacity restrictions, social distancing, cleaning and disinfection protocols could be lifted. Throughout the pandemic, the Library has undergone the long planned renovation process. As the Library renovation project concludes, we will be opening the newly revamped spaces. Our operations and services will continue to expand through Fall 2021 as conditions allow.

We will not be asking patrons or staff if they are vaccinated. For the overall health and safety of all who use our Library, mask use is recommended but optional. We recommend that those who are not vaccinated continue to mask.

We ask that everyone be respectful of other people's decisions.

Manhasset Public Library Board of Trustees and Administration

Reorganization

Appointment of the Board of Trustee officers for the Manhasset Public Library for the fiscal year term 2021-2022:

Motion by Gloria Su, seconded by Judith Esterquest to nominate Charles Jettmar to the Office Board President.

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

No – none

Motion by Judith Esterquest, seconded by William Hannan to nominate Gloria Su to the Office of Board Vice President.

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

No – none

Motion by Gloria Su, seconded by William Hannan to nominate Donald T. O’Brien as Financial Officer.

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

No – none

As of July 1, 2021 our Board Officers will be:

Charles Jettmar, President

Gloria Su, Vice President

Donald T. O’Brien, Financial Officer

Judith Esterquest, Trustee

William Hannan, Trustee

Trustee Bylaws

Motion made by Board President Charles Jettmar and seconded by William Hannan, the Board reviews and confirms the **Trustee By-Laws** as amended.

RESOLVED, that the Board ratifies and confirms the Trustee By-Laws.

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

No – none

RESOLVED, that the Board ratifies and confirms as per Trustee By-Laws Section 3, A, to designate the following Trustees to continue in their positions as Board Officers for the FY 2021-2022.

Charles Jettmar, President

Gloria Su, Vice President

Donald T. O’Brien, Financial Officer

Long Range Plan of Service – confirmation tabled for Committee action.

2021-2022 Calendar: The calendar should be adapted to include changes in operational hours to the following:

- Monday – Thursday 9am- 9pm
- Friday – 9am to 6pm
- Saturday - 9am - 5pm
- Sunday – 12pm - 5pm

Sunday hours will commence as of September 12, subject to reconsideration if circumstances change or new developments emerge.

Official Newspaper

Motion made by William Hannan and seconded by Gloria Su, the Board adopts the following resolution to appoint the Manhasset Press as the official newspaper; published within the county to which the Library will submit for publication announcements and legal notices and the Manhasset Times as an alternate publication source.

RESOLVED, that the Board ratifies and confirms the Official Newspaper and alternate as stated.

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

No – none

Financial Institution

Motion made by Donald O'Brien and seconded by William Hannan, to authorize the **First National Bank of Long Island** to continue as the bank of record.

RESOLVED, that the Board ratifies and confirms the First National Bank of Long Island as stated.

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

No – none

Professional Providers

Motion made by Board President Charles Jettmar and seconded by Judith Esterquest, to reaffirm the following Professional Providers:

- General Counsel – Christopher Prior, Esq.
- Labor Counsel – Peter Fishbein & William De Witt, Esq.
- Internal Accountant – Harry Meyer, CPA

- Archivist - Antonia Mattheau
- Appraisers - Appraisal Affiliates- Fred & Ken Strom
- IT Consultants – OSI Technologies

RESOLVED, that the Board ratifies and confirms the Professional Providers as stated.

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

No – none

Policy Review and Confirmation – *tabled for committee action.*

Executive session entered at 7:30 pm to discuss legal matters.

Executive session ended 7:55pm.

No actions taken.

Motion to end the meeting made by Charles Jettmar at 8:00pm

The next scheduled meeting is scheduled for July 29, 2021.

Respectfully submitted,

Maggie Gough, Director