

Minutes of the Board of Trustees of the Manhasset Public Library
August 9, 2023

*Held at the Library in the Lower Level meeting room on Wednesday, August 9, 2023.
 Session called to order at 8:05 pm*

Attendance

Board Members:

- Charles Jettmar, President (arrived 8:50 pm)
- 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

Minutes from previous session

Motion by Gloria Su, seconded by William Hannan 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 June 30, 2023, July 19, 2023 and July 31, 2023. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on August 9, 2023 and are allowed in the amounts shown.

Voucher #852	6/22/2023	Payroll	\$ 96,756.52
Claims Warrant	6/30/2023	A Fund/General Operating	\$ 94,714.91
Voucher #853	7/6/2023	Payroll	\$ 77,916.99
Claims Warrant	7/19/2023	A Fund/General Operating	\$ 33,335.41
Voucher #854	7/20/2023	Payroll	\$ 94,015.23
Voucher #854a	7/20/2023	Payroll	\$ 1,413.40
Claims Warrant	7/31/2023	A Fund/General Operating	\$ 239,838.49

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

Motion made by Bill Hannan, seconded by Judith Esterquest, 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.

Recent Library Challenges

Shelter Rock Pubic Library recently experienced challenges to a non-library-sponsored program held at the Library. After discussion and review, the Trustees agreed that MPL currently has appropriate policies in place around community use of Library space for non-sponsored events.

Calendar Dates for 2024 Budget Vote

Suggested dates for the Annual Budget Vote and Trustee Election: Weeks of April 1-19

Annual Budget Hearing: Tuesday, April 2

Annual Budget Vote and Trustee Election: Tuesday, April 16

The Trustees agreed to these dates.

Business Office

Harry Meyer is scheduled to do the fiscal year close out from August 28-31. In addition, Linda Palmieri has arranged for the Cullen & Danowski auditors to be on site the week of October 16-20, 2023.

Outreach Activities

We have been focusing attention extending library services through various outreach activities and renewed partnerships. Maria Mignano has made contact with Highfield Gardens Care Center and the EOC and made trips to assess their needs and deliver books and other library materials. We have extended services to our underserved seniors and community members lacking library access.

On Tuesday, August 1, Maria Mignano and Cheryl Kallberg represented MPL at the *TONH's National Night Out* event at Whitney Pond Park providing information on library services and distributed library swag to the enthusiastic attendees.

School Outreach

On Monday, August 7, MUFSD's Dr. Rebecca Chowske met with Maggie Gough, Director; Maria Mignano, Assistant Director and Mary Glynn, Supervisor, Youth Services to discuss library/school collaboration efforts. There has been reorganization at the school and Dr. Chowske has become the Director of English, Reading, and Libraries. Multiple projects were discussed including a Manhasset Schools library tour, sharing research project topics, and department meeting site visits. New student project collaborations include a community video project with MUFSD's Matt Coleman and a Veterans' Oral History project facilitated by Social Studies coordinator Margaret Ronai in conjunction with the MPL History Center. As always the Library will continue to assist and collaborate with the school in every way possible.

New Business

Logo Update

Assistant Director Maria Mignano presented several options for a new logo that will be part of the library's "rebranding" initiative. After much discussion, the Trustees asked Ms. Mignano to go forward with a logo that would encompass vertical, horizontal and one-color options.

Policy Review

The Director reviewed the new **Youth Services: Library Uses and Supervision Guidelines** policy, dated July, 2023.

Motion made by Judith Esterquest, seconded by William Hannan, to approve the Youth Services: Library Uses and Supervision Guidelines policy.

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

No – none

The date for the next Board Meetings for 2023 (all Wednesdays) are September 20, October 18, November 15 and December 13 at 6:30 pm.

Motion to end the meeting made by William Hannan and seconded by Judith Esterquest at 9:20 pm.

Respectfully submitted,

Stephanie Catlett, Secretary to the Board