Minutes of the Board of Trustees of the Manhasset Public Library
November 10, 2026

Held at the Library in the Lower-Level Meeting Room November 10, 2026.
Session called to order at 6:10 pm.

Attendance
Board Members:

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

Maria Mignano, Director
Stephanie Catlett, Secretary
Additional attendees:
William C. DeWitt, Esq., Bee Ready Law Group, LLP

Minutes from previous session

Motion by Judith Esterquest, seconded by Diane Klein to accept the Amended Minutes dated October 13, 2026.

Yes – Jettmar, Esterquest, O'Brien, Su, Klein
No – none

Financials, Reports and Vouchers

The Trustees reviewed and accepted Brian Cleary's Treasurer Reports of October 15, 2026 and October 29, 2026. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on November 10, 2026 and are allowed in the amounts shown.

Voucher #939	10/8/26	Payroll	$ 84,884.22
Claims Warrant	10/15/26	A-Fund/General Operating	$ 116,129.67
Voucher #940	10/22/26	Payroll	$ 88,236.24
Claims Warrant	10/29/26	A-Fund/General Operating	$ 38,447.06

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

Motion made by Donald T. O'Brien, seconded by Gloria Su to approve Vouchers in the amounts listed.

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

Yes – Jettmar, Esterquest, O'Brien, Su, Klein
No - none

Financial/Business Updates:

The annual audit by Cullen & Danowski took place on Monday, October 26, 2026. The Business Office provided all requested materials for review. Accountant Harry Meyer was on site to answer questions.

Director's Report: The Director answered all questions regarding her report.

Vehicle Protection Barrier Installation: Anchormen Construction completed staging and mobilization on Thursday, November 5th. Due to the inclement weather, excavation was successfully completed on Monday, November 9. Anchormen is hoping to be demobilized by Friday, November 13.

Completion of the Vehicle Barrier Capital Project will require the transfer of $75,000 from the Library's Operating Account to the Capital Projects Fund.

Motion by Charles Jettmar, seconded by Gloria Su to authorize Linda Palmieri to transfer $75,000 for the Vehicle Protection Barrier Capital Project as well as additional funding to cover the cost of change orders/contingencies as required from the Library's Operating Account to the Capital Projects Account.

RESOLVED, that the Board authorizes Linda Palmieri to initiate an inter-account transfer in the amount of $75,000 for the Vehicle Protection Barrier Capital Project as well as additional funding to cover the cost of change orders/contingencies as required from the Library's Operating Account to the Capital Projects account.

Yes – Jettmar, Esterquest, O'Brien, Su, Klein
No - none

Facility Update:

Parking Lot Restriping: The parking lot striping was completed on October 27th after the Library closed. It was a necessary maintenance item as the existing spaces were difficult to delineate. The handicapped spaces are also much easier to identify now.

Executive Session: entered at 6:25 pm exited at 7:00 pm

No action taken.

Landscape Update: Trustees Judith Esterquest and Diane Klein have explored the feasibility of applying for a (non-monetary) grant from the Port Washington Chapter of ReWild Long Island. The most significant criteria are a core group of dedicated volunteers which would need to be secured in order to move forward. At this juncture, we plan to reassess the area with the new bollards in place to determine how to proceed. Complete landscaping will likely be a multi-season endeavor.

Lighting Update: Discussion regarding updates to exterior lighting to improve illumination of the library building. Options will be researched and compiled for review.

Library Activities: Over the past month, MPL has provided the following successful programs to the community: Community Blood Drive; Family Diwali Celebration; Reception for current art exhibition showcasing work by the Manhasset Library Needle Arts group; Sunday Afternoon Concerts.

Upcoming – Youth Services Librarians Amy D'Arco and Theresa Vogel will be visiting the secondary school for outreach to all eight graders. They will be highlighting our volunteer program, library programs for teens, and distributing folder with informational materials.

New Business:

NLS Annual Meeting/Trustee Training: NLS Director Caroline Ashby will be presenting the proposed NLS Operating Budget at the December 2nd annual NLS Meeting. The meeting is from 7:00-9:00pm at NLS. **At least one trustee from each member library is encouraged to attend. Attendees receive 1 hour of trustee education toward your annual requirement.**

The next scheduled Board Meeting is Tuesday, December 8, 2026 at 6:00 pm.

Motion to end the meeting made by Gloria Su, and seconded by Diane Klein at 7:30 pm.

Respectfully submitted,

Stephanie Catlett
Secretary to the Board