

Minutes of the Board of Trustees of the Manhasset Public Library
July 15, 2026

Held at the Library in the Lower Level meeting room on Wednesday, July 15, 2026.

Session called to order at 7:20 pm

Attendance

Board Members:

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

Maggie Gough, Director

Maria Mignano, Assistant Director

Stephanie Catlett, Secretary to the Board

Minutes from previous session

Motion by Judy Esterquest, seconded by Donald O'Brien to accept the Minutes, dated July 1, 2026.

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

No – none

Financials, Reports and Vouchers

There were no Treasurer Reports or Vouchers.

Director's Report – Director answered all questions regarding her report.

FPM Updates:

- We are awaiting the final signoff for the roof project.
- The bollard project contractor, Anchormen, have submitted bollard designs and placement for FPM's review and approval. We expect to proceed with an installation timetable by next week.

- Keith Callahan of FPM has provided additional guidance via an updated Cost Impact Assessment for the HVAC project.

The Trustees have reviewed and tentatively approved the FPM Proposal for Additional Services - Construction Documents Central Plant Replacement and HVAC System Retro-Commissioning pending legal review by Chris Prior.

NLS: Resource Sharing Code revisions and Board approval

Each public library system must maintain a Resource Sharing Code that is updated every 5 years in accordance with NYS Commissioner of Education regulation 90.3. CR 9. The purpose of this code is to establish equitable access for all patrons by specifying the requirements for sharing resources among the member libraries and considering related policy issues.

Most of the changes to the 2021-2026 Code are minor and are the results of the *costs of running a business* with multiple, independent libraries. The changes also reflect a more considerate patron service model and greater system wide efficiency.

Motion, made by Chuck Jettmar and seconded by Judy Esterquest to approve the 2027-2031 NLS Resource Sharing Code.

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

Executive Session: entered at 8:00 pm, exited at 8:40 pm

Actions:

Confidential Staff members, who are not covered employees under the Library's collective bargaining agreement ("CBA"), shall receive those employee benefits provided to covered employees in the terms and conditions set forth in the current CBA and receive compensation as granted by the Trustees.

RESOLVED, that the Board ratifies and confirms, effective July 1, 2026, the start of the Library's fiscal year, that the Confidential Staff contracts are renewed as proposed.

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

No – none

Library Director Maggie Gough will be retiring as of July 31, 2026.
The Trustees thank her for her many years of dedicated service to the Library and our community.

Action:

The Board has extended a contract offer to Maria Mignano for Library Director; the appointment pending Civil Service and Ms. Mignano's acceptance.

Motion to end the meeting made by Chuck Jettmar and seconded by Judy Esterquest at 8:55 pm.

Respectfully submitted,

Stephanie Catlett/MG

Secretary to the Board