

Wantagh Public Library
Board of Trustees Business Meeting Minutes
April 16, 2018

The Regular Meeting of the Board of Trustees of the Wantagh Public Library was held on Monday, April 16, 2018. Trustees Margaret Kowalski, Gianna Gelci-Steen and Barbara Brochstein were present.

Also present was Library Director Margaret Marino, Board Treasurer Louann Nguyen and Kyle Zaharatos. Absent with prior notice was Ralph Spagnolo.

Board President Margaret Kowalski called the meeting to order at 7 p.m.

The Pledge of Allegiance was recited.

- Trustee Laura Dupkin Memisha made a motion to approve the minutes of the Board of trustees meeting held on March 19, 2018. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- Trustee Gianna Gelci-Steen made a motion to approve the following warrants: Payroll Warrants #37 dated 3/1/2018 in the amount of \$35,916.31 and #40 dated 3/15/2018 in the amount of \$40,385.52 and Expense Warrant #38 dated 3/7/2018 in the amount of \$8,271.37 and #39 dated 3/14/2018 in the amount of \$137,902.97. Trustee Barbara Brochstein seconded the motion and the motion carried unanimously.
- Trustee Laura Dupkin Memisha made a motion to approve the following pay periods: Payroll Period #9 dated 4/26/2018 and #10 dated 5/10/2018 each in an amount not to exceed \$60,000.00. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- Trustee Laura Dupkin Memisha made a motion to pass the following resolution: BE IT RESOLVED that the Board of Trustees of the Wantagh Public Library is in possession of the following property, which is obsolete and of no value and/or use to the Library and hereby declared surplus:
 - One VHS Re-winder Gemini Brand model Rw3500
 - One metal book stack located in the children's room
 - Two wooden book shelves located in the children's room.
 - One Xerox 610 Memory Writer typewriter

BE IT FURTHER RESOLVED that the Board of Trustees hereby authorizes the sale or disposal of such property, as appropriate and provided for by law. Trustee Barbara Brochstein seconded the motion and the motion carried unanimously.

- Trustee Laura Dupkin Memisha made a motion to accept the check from Workers Compensation in the amount of \$137.00 because of an adjustment to the Library's workers compensation rate and a check in the amount of \$500.00 from Joe Price for the Family Place program. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- Trustee Laura Dupkin Memisha made a motion to approve the resolution to appoint Susan Finck the purchasing agent until the new Director takes office: **WHEREAS**, the Wantagh Public Library has approved the retirement of its current Library Director, Margaret Marino, effective April 30, 2018; and **WHEREAS**, Ms. Marino served as the Library's Purchasing Agent; and **WHEREAS**, the Wantagh Public Library needs an individual to serve as the Library's Purchasing Agent until the effective date set forth in the Board of Trustees' appointment of a new Library Director,

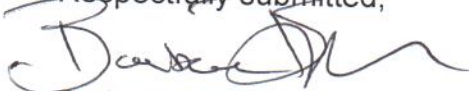
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Wantagh Public Library hereby appoint Susan Fink to serve as the Library's Purchasing Agent, effective April 30, 2018. Susan Fink shall serve as the Library's Purchasing Agent until a new Library Director takes office.

BE IT FURTHER RESOLVED that while serving as the Library's Purchasing Agent, Susan Fink shall be authorized to approve purchase orders, employee time cards and the Library's utility warrant.

Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.

- Trustee Laura Dupkin Memisha made a motion to accept the Letter of Engagement from Baldessari and Coster to perform the outside audit for fiscal year 2017-2018. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- The Board of Trustees is researching the HVAC replacement and the Letter of Engagement from Nawrocki Smith.
- Trustee Laura Dupkin Memisha made a motion to enter into Executive Session at 8:02 p.m. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- Trustee Laura Dupkin Memisha made a motion to leave Executive Session at 9:25 p.m. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- Trustee Laura Dupkin Memisha made a motion to pass the following resolution:
WHEREAS, Susan Finck is a Librarian III and has been approved by Civil Service to serve in the interim between the retirement of Margaret Marino and the start of the new Director beginning employment,
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes a stipend of \$750.00 per week be paid to Susan Finck for additional duties as assigned commencing April 30, 2018 through May 12, 2018.
Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- Trustee Laura Dupkin Memisha made a motion to adjourn the meeting at 9:30 p.m. Trustee Gianna Gelci-Steen seconded the motion and the motion carried unanimously.
- The meeting ended at 9:30 p.m.

Respectfully submitted,



Barbara Brochstein
Board Secretary