

Minutes of the Reorganization of the Board of Trustees  
Wantagh Public Library  
July 12, 2018  
4:15 p.m.

The annual reorganization meeting of the Board of Trustees of the Wantagh Public Library was held on July 12, 2018. Trustees Margaret Kowalski, Laura Dupkin Memisha, Barbara Brochstein, and Ralph Spagnolo were present. Gianna Gelci-Steen was absent with prior notice. Present was Library Director Joan Morris and Treasurer Kyle Zaharatos from Nawrocki Smith.

President Margaret Kowalski called the meeting to order at 4:15 p.m. and led the Board in the Pledge of Allegiance.

The Board went immediately into executive session at 4:20 p.m. to discuss a personnel matter. The Board came out of executive session at 4:25 p.m.

Margaret Kowalski took the oath of office.

**Nomination of Officers for the 2018/2019 Fiscal Year**

President	Margaret Kowalski
Vice President	Laura Dupkin Memisha
Financial Secretary	Ralph Spagnolo
Secretary	Barbara Brochstein
Trustee at Large	Gianna Gelci-Steen

Laura Dupkin Memisha made a motion to accept the slate of officers as presented for the 2018/2019 fiscal year.

Ralph Spagnolo seconded and the motion carried unanimously.

**Designation of Banks for the 2018-2019 Fiscal Year.**

Resolved, that the Board of Trustees designates First National Bank of Long Island as depository of library funds in compliance with the Investment Policy of the Wantagh Public Library.

Laura Dupkin Memisha made a motion to accept.

Ralph Spagnolo seconded and the motion carried unanimously.

**Determination of Dates for Monthly Board Meetings 2019.**

Resolved, that the Board of Trustees will hold its regular monthly meeting on the **third (3<sup>rd</sup>) Monday** of each month, with the exception of **January and February** meetings which will be held on the **fourth (4<sup>th</sup>) Monday** of those months, unless otherwise announced and posted as to changes of day and time.

Laura Dupkin Memisha made a motion to accept.

Ralph Spagnolo seconded and the motion was carried unanimously.

**Determination of the dates of the Annual Library Budget Hearing and Library Budget Vote for the 2018-2019 Fiscal Year.**

This item was tabled to September Board meeting.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

**Designation of Newspapers for the Publication of Legal Notices.**

Resolved, that the Board of Trustees designate the Wantagh Citizen Herald for the publication of all legal notices of the Library.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

**Appointment of Library Attorney**

Resolved, that the Board of Trustees appoint the law firm of Jaspan, Schlesinger as the attorneys for the Library for the 2018-2019 fiscal year.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously

**Appointment of Treasurer and Auditor.**

Resolved, that the Board of Trustees appoint the firm of Nawrocki Smith as the Treasurer Wantagh Public Library for the fiscal year 2018-2019. Further resolved, that the Board of Trustees appoint the firm of Baldessari and Coster as independent auditor.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

**Designation of Bank Signatures for Check Signing.**

Resolved, that the Board of Trustees appoints the Treasurer, Treasurer's designee, President, Vice-President and Financial Secretary as authorized signatories and further resolved that the Board of Trustees requires **two (2) signatures**, that of the Treasurer or Treasurer's designee and the Financial Secretary (in the absence of the Treasurer or Treasurer's Designee or the Financial Secretary, the President or in his/her absence the Vice-President), to sign warrants and expense checks.

The Treasurer will sign paychecks electronically. Only **one (1) signature** is required for paychecks. The Treasurer is authorized to make transfers electronically, providing the Board of Trustees with a printout in the bank statements at each monthly Board Meeting.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.



**Appointment of Computer Consulting Firm.**

Resolved, that the Board of Trustees appoint the firm of Third Alternative as the Computer Consulting firm for July-Sep 2018.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

**Designation of Person to Open Sealed Bids**

Resolved, that the Board of Trustees appoints the Director and/or President to open and read sealed bids. The Board of Trustees further appoints the Board Secretary or the Financial Secretary to record the sealed bids.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

**Readopt the Policy Book**

Resolved, that the Board of Trustees readopt the Policy Book of the Wantagh Public Library.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

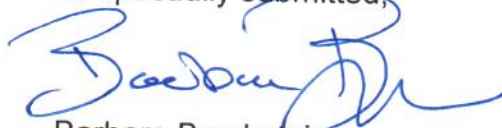
**Re-adopt the Code of Ethics**

Laura Dupkin Memisha made a motion to readopt and sign the Code of Ethics as revised by the Board of Trustees on December 16, 2013. Trustee Ralph Spagnolo seconded the motion and the carried unanimously.

Laura Dupkin Memisha made a motion to accept.  
Ralph Spagnolo seconded and the motion was carried unanimously.

The reorganization meeting was adjourned at 4:55 p.m.

Respectfully submitted,



Barbara Brochstein  
Secretary  
Board of Trustees

