

Wantagh Public Library
Board of Trustees Business Meeting Minutes
August 17, 2020

The Regular Meeting of the Board of Trustees of the Wantagh Public Library was held on Monday, August 17, 2020. Trustees Margaret Kowalski, Laura Dupkin Memisha, Gianna Gelci-Steen, Barbara Brochstein, and Kurt Faraczek were present.

Also present were Board Treasurers Kyle Zaharatos, Lou Ann Nguyen, Librarian-in-charge Susan Finck, and Librarian Jennifer. No Patrons were in attendance.

This meeting was conducted via videoconference with audio recorded as per New York State COVID-19 pandemic restrictions in effect.

Board President Margaret Kowalski called the meeting to order at 7:03pm. The Pledge of Allegiance was recited.

The Board proceeded with the agenda.

Laura Dupkin Memisha made a motion to approve the Minutes of the June 15, 2020 Board Meeting, the July 14, 2020 Board Meeting, and the July 14, 2020 Reorganization Meeting. Barbara Brochstein seconded the motion and the motion carried unanimously.

Barbara Brochstein made a motion to approve the following warrants:

- Payroll Warrant #3 dated 7/16/2020 in the amount of \$37,793.16
- Expense Warrant #4 dated 7/22/2020 in the amount of \$8,147.80
- Payroll Warrant #5 dated 7/30/2020 in the amount of \$34,380.65
- Payroll warrant #6 dated 8/13/2020 in the amount of \$26,301.48
- Expense Warrant #7 dated 8/13/2020 in the amount of \$175,473.92

Laura Dupkin Memisha seconded the motion and the motion carried unanimously.

Laura Dupkin Memisha made a motion to approve the following payroll periods each in an amount not to exceed \$60,000.00:

- Payroll Period #21 for pay date 10/08/2020
- Payroll Period #22 for pay date 10/22/2020

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

Board Treasurers Kyle Zaharatos and Lou Ann Nguyen reviewed the July 2020 Treasurer's Report with the Trustees.

Board reviewed statistics and discussed with Librarian Jennifer the accounting of COVID supplies, such as glass, HVAC filters and PPE cleaning supplies/materials. Expenses are to be accounted for and researched for possible applications to TOH, FEMA and NYS-cares program for possible reimbursement to the Library for funds spent as required by NYS.

Laura Dupkin Memisha made a motion to approve the window repair proposal from Fox Glass in the amount of \$6,168.00.

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

Gianna Gelci-Steen made a motion to approve the proposal from SCC Construction Management group for HVAC replacement project in the amount of \$42,620.00. These invoices will be paid from the Capital Improvement account.

Kurt Faraczek seconded the motion and the motion carried unanimously.

Gianna Gelci-Steen made a motion to approve the revision to the policy for Use of Library Facilities.

Kurt Faraczek seconded the motion and the motion carried unanimously.

Laura Dupkin Memisha made a motion to modify the resolution permitting payment of utility bills due before the next Board Meeting to permit payment of ANY bill due before the next Board Meeting to avoid monthly late charge penalties.

Barbara Brochstein seconded the motion and the motion carried unanimously.

Gianna Gelci-Steen made a motion to approve the appointment of PT Cleaner Thomas Cupelli and at an hourly rate of \$14.00 effective August 5, 2020 and the appointment of PT Cleaner John Roemer at an hourly rate of \$14.00 effective upon Civil Service acceptance of application.

Kurt Faraczek seconded the motion and the motion carried unanimously.

Gianna Gelci-Steen made a motion to enter Executive Session at 8:49pm to discuss the medical history of a particular employee.

Kurt Faraczek seconded the motion and the motion carried unanimously.

Gianna Gelci-Steen made a motion to leave Executive Session at 9:34pm.

Laura Dupkin Memisha seconded the motion and the motion carried unanimously.

Barbara Brochstein made a motion to adjourn the meeting at 9:36pm.

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

The meeting adjourned at 9:36pm.

The next Board Meeting is scheduled for September 21, 2020 at 6:30 PM.

Respectfully submitted,

Gianna Gelci-Steen
Secretary