



LIBRARY BOARD of TRUSTEES

Regular Meeting

April 25, 2024 – 7:00 p.m.

Board Members Present: Renee Boyer – President, David Clemens - Vice President, Jenny Shore – Finance Officer, Ellen Rieger – Secretary
Library Staff: Ryan Athanas - Library Director, Linda Meglio - Assistant Library Director, Katherine Rath - Senior Account Clerk
Absent: Joyce Hilgeman, Ph.D. - Trustee, Cristina Spinelli - Treasurer

PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:03 p.m. by Renee Boyer, President.

PUBLIC PARTICIPATION

There was no public participation.

CALL FOR NEW BUSINESS

There was no new business added to the agenda.

APPROVAL OF MINUTES

Motion by Mrs. Rieger to approve the minutes of the Budget Information Hearing of April 4th, 2024 as presented, the regular Board meeting of April 4th, 2024 as amended, and the Budget Vote and Trustee Election of April 16th, 2024 as presented.

Second, Mrs. Shore.

AYES: ALL. Motion carried.

FINANCIAL REPORTS

Motion by Mrs. Rieger to approve the financial reports for the period ended March 31st, 2024 as presented.

Second, Mrs. Shore.

AYES: ALL. Motion carried.

Motion by Mrs. Rieger to approve the payment of the following Warrants for April, 2024: Supplemental Warrant for Payroll, dated March 31st, 2024, in the amount of \$261,778.45.

Warrant 4-24-5

\$ 151,702.99

Warrant 4-24-6 Gift Fund

\$ 3,775.00

Second, Mrs. Shore.

AYES: ALL. Motion carried.

Mrs. Spinelli, Treasurer, reviewed the financial statements, warrants and payroll records for the April 12th and the April 26th, 2024, payrolls. Mrs. Shore, Finance Officer, reviewed and approved the payroll registers for the April 12th and the April 26th, 2024, payrolls.

DIRECTOR'S REPORT

- **Earth Day at Manor Farm:** Mrs. Moisan and Library Page, Liza McPherson, represented HPL at the Town of Huntington's recent Earth Day at Manor Farm event by offering a story time and craft. We are proud to say that Harborfields was the only library invited and both programs were extremely popular with attendees!
- **Vote:** Congratulations to Joyce Hilgeman for being elected to another 5-year term as Trustee! Although we had some changes this year, like paper ballots and BOLD voter sign-in tablets, all went smoothly. Thanks to our outstanding election workers, Susan

Simple, Deborah Spreckels, Elizabeth Marinelli and to Kathy Rath, our Acting Clerk of the Vote, for a successful day!

- **Technology / Facility:**
 - a. **Sidewalk Repairs** – Over the last year or so, the Ann Street sidewalks have buckled and have become hazardous. Mr. Athanas called the Town to discuss. Since the issues are caused by tree roots from TOH installed trees, they ultimately took responsibility by dispatching an Arborist and a crew to grind down the sidewalks where possible. Mr. Athanas will keep working with the Town on additional areas that may need to be repaired and thanked the Town and Town employees for their quick response to the issue.
 - b. **Sidewalk Upgrades** – An issue that the Library needs to address is getting “exterior” sidewalk foot traffic safely into “interior” sidewalks and vice versa. The idea is to remove / relocate some bushes and insert a new section of sidewalk on the Wyckoff side of the building to connect the exterior with the interior. Mr. Athanas and Mr. Cronin will be working on getting a quote from a sidewalk vendor. It would also be beneficial to have a walk on the Ann Street side of the building to allow for foot/stroller traffic to exit the parking area to the exterior sidewalk to Pickle Park without having to go through our busy exit / entrance.
 - c. **Broadway Lighting** – A new light was installed above the Broadway entrance to fit better with the overall look of our historic building.
 - d. **Cardboard Dumpster** – A new concrete pad will likely need to be installed under the dumpster.
 - e. **Landscape:** Joe DeGroot will be removing a dead Crape Myrtle, possibly replacing it with a native species, and will try to transplant the matching Crape Myrtle elsewhere on the property. The Weeping Cherry was described by the Town Arborist as “mature” and likely not going to survive transplant, so it will be pruned instead. The Town Arborist also examined the Bradford Pear trees along Wyckoff and noted that they are in poor shape in addition to being on the Town’s “do not plant” list. They will all likely need to be replaced.
 - f. **Studio 31** – Although Studio 31 is open as of May, Administration is still putting the finishing touches on procedures.
 - g. **Meeting Rooms** - Some of the A/V technology in the Large and Small Meeting Rooms is being refreshed including new and additional handheld podium and lavalier microphones, as well as Bluetooth connectivity.
- **Greenlawn-Centerport Historical Association:** GCHA has hired a new Executive Director - Sarah Brown.
- **Friends:** The Friends will hopefully be receiving a \$5,000 “Omnibus Cultural Grant” from Suffolk County through Legislator Bontempi’s office. If awarded, it will be used to fund the 2024 Concert Series. The Friends also held their annual appreciation luncheon on April 17th for the Book Shop workers. The Library sincerely thanks the Friends for their tremendous contributions and acknowledges the significant efforts of their volunteers.
- **NYS Budget News:** General State Aid for libraries is up \$4,225,000 (4.24%) from this year to a total of \$103,852,000, which is the highest single general aid amount for libraries in NYS history. Construction Aid is up \$10,000,000 (29.4%) from this year for a total of \$44,000,000. That should be about an extra \$670,000 (total of around \$2,770,000) for SCLS to grant to member libraries for construction work this year. NOVELny, an electronic resource access project that enables libraries

across New York State to give their communities online access to the full text of thousands of journals, newspapers and other references, received \$3M in funding.

ASSISTANT DIRECTOR'S REPORT

- **ReWild Grant:** The pick-up date for the native plants which are part of the grant from the ReWild organization is May 3rd with planting happening on May 14th. Volunteers from ReWild, and HPL teen volunteers and staff, will be participating.
- **Gardening Program:** Mrs. Meglio attended a program on April 9th sponsored by our local Centerport Garden Club and presented by Rusty Schmidt entitled "Alternatives to Grass Lawns". Not only was it well-attended, but programs like these help to connect many organizations and their members from nearby communities.
- **Solar Eclipse Glasses:** Eclipse glasses were hot! The Library began distributing 1,000 pairs on Monday April 1st and ran out by April 7th. Based on the schools letting students out early, and families heading to local beaches to view the eclipse, the library was quiet. In an effort to recycle, Mrs. Meglio contacted an organization called Astronomers without Borders which collects glasses to be redistributed for other eclipse events.
- **Friends of HPL:** The Friends have organized a Social Media committee and, with the help of Jenn Handler, have launched their own Friends' Facebook site. They hope to share all the good things the Friends do for the library, promote the Book Shop and advertise other Friends' events. They've been working on creating a Social Media policy and have crafted one based on HPL's existing policy.
- **Harborfields High School Art Show & Reception:** The Library hosted the hugely popular Annual HF High School Art Show in April and held a reception on April 17th, which had standing room only, to award outstanding artists. Special thanks to Mary Kim for her enormous help with the reception.
- **Discount Codes for Summer 2024:** This summer, in keeping with the theme of Adventure, SCLS is promoting vouchers with discount codes for tickets to The Gateway Playhouse and Whale Watching Tours out of Montauk. The savings are substantial and it might be a nice adventure for families to enjoy. Circulation staff has been informed of the details.
- **Young Writers and Illustrators Group:** Melissa Gabrielle and the Young Writers and Illustrators Group have created a wonderful bound, hardcover book of collected stories with one main story that the group worked on together. It will be kept in the Children's Room for all to read and enjoy.
- **Book Face Fridays!:** Mrs. Meglio sent out an email inviting all staff to participate in Book Face Fridays by incorporating partial pictures of their own faces and/or bodies into book covers and sending them to Jenn Handler every Friday so that she may post them on the Library's Instagram account. This is proving to be a lot of fun, is enhancing morale, and is a great way to bring people together! Our subscribers are also enjoying them and are making lots of positive comments on the posts.

DEPARTMENTAL REPORTS

The Board reviewed and discussed the Departmental Reports noting the positivity of our staff.

PERSONNEL REPORT

There was no Personnel Report this month.

CORRESPONDENCE

There was no correspondence this month.

STATISTICS

The Board reviewed the statistics for March, 2024 and noted the significant increase in the number of residents applying for new library cards and increase in the circulation of juvenile fiction titles.

OLD BUSINESS

EV Parking Project

Mr. Athanas has been working with John Tanzi, Architect, on the installation of the new EV parking at the library. Since Mr. Athanas is working as the Library's representative, Mr. Tanzi has asked that the Board of Trustees pass a resolution giving Mr. Athanas authority to act on behalf of the Library, as there may be documents requiring authorization to proceed with the permit and approval process.

Motion by Mr. Clemens to authorize Ryan Athanas, Library Director, to act on behalf of the Harborfields Public Library in all matters pertaining to Governing Agency permit and/or approval processes.

Second, Mrs. Shore

AYES: ALL. Motion carried.

NEW BUSINESS

Tax Levy Request

Motion by Mrs. Shore to authorize the signing of a letter to the President of the Harborfields Central School District's Board of Education, as attached, requesting that the Town of Huntington levy taxes for the library in the amount approved at the Budget Vote, and notifying them that the library will not be borrowing Tax Anticipation Note funds (TANs) for the 2024-2025 fiscal year.

Second, Mrs. Rieger.

AYES: ALL. Motion carried.

NYLAF (New York Liquid Asset Fund)

In order for the Library to take advantage of the best interest rates while still being able to access invested funds when necessary, the library would like to work with NYLAF in establishing an investment account. NYLAF specializes in assisting schools and municipal entities in New York State with managing their investment needs. A meeting will be scheduled with the representative from NYLAF in order to complete the necessary paperwork.

Motion by Mrs. Rieger to establish an investment account for the library with NYLAF.

Second, Mrs. Shore.

AYES: ALL. Motion carried.

ORGANIZATIONAL CHART

The Board of Trustees reviewed the Library's Organizational Chart, as attached.

PUBLIC PARTICIPATION

There was no public participation.

ADJOURNMENT

Motion by Mrs. Shore, seconded by Mrs. Rieger, to adjourn the meeting. There being no further business, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Katherine Rath for
Ellen Rieger, Secretary

DRAFT