Meeting called to order at 6:30 PM by Ms. Evans, President.

Present: Jane Evans, President; Robert Glick, Vice President; Lorraine Trachtman, Trustees. Karen Liebman, Director; Pamela Martin, Assistant Director; Angela Khilnani, Secretary and Lawrence Israeloff, Treasurer/Accountant were all present.

Reid Goldsmith and Alene Shorin, Trustees, were absent with prior notice.

Lawrence Israeloff, Treasurer/Accountant, departed at 6:47 PM.

John Malizia of 76 Kathleen Drive, Syosset
Adam Struhl of 70 Belvedere Drive, Woodbury

Robert Glick was sworn in for a five-year term.

The Board voted to elect the following officers for the 2017-2018 term:

Jane Evans as President.
Trachtman - Glick Aye: Glick, Trachtman

Robert Glick as Vice President.
Trachtman - Evans Aye: Trachtman, Evans

Mr. Lawrence Israeloff as Treasurer/Accountant.
Mr. Benjamin J. Truncale, Jr. of Spellman Rice Schure Gibbons
McDonough Polizzi & Truncale LLP as Legal Counsel.
Ms. Angela Khilnani as Board Secretary.
Glick – Trachtman
Aye: Trachtman, Evans, Glick

The Board approved the Accountant’s close-out report for the fiscal year ending 6/30/17.
Glick - Trachtman Aye: Evans, Trachtman, Glick

The Board approved the designation of official banks and deposit limitations as First National Bank of Long Island and HSBC Bank
Glick – Trachtman Aye: Trachtman, Evans, Glick

The Board approved the Reaffirmation of the Library By-Laws and the Board’s Policy Statement. Glick – Trachtman Aye: Glick, Evans, Trachtman
G) The Board approved the Library Bill of Rights and its Interpretations and the Freedom to Read Statements.
   Glick – Trachtman   Aye: Evans, Trachtman, Glick

H) The Board approved the designation in the amount of $750.00 for the petty cash fund.
   Glick – Trachtman   Aye: Evans, Glick, Trachtman

I) The Board approved the designation in the amount of $5,000.00 for the Administrative Discretionary Fund.
   Glick – Trachtman   Aye: Glick, Trachtman, Evans

J) The Board approved the official newspapers for library notices as the *Syosset Advance* and the *Syosset/Jericho Tribune*.
   Glick – Trachtman   Aye: Glick, Evans, Trachtman

K) The Board approved the designation of the Board meeting dates and times as the second Tuesday of each month at 6:30 PM with the Board’s option to change if necessary.
   Glick – Trachtman   Aye: Evans, Trachtman, Glick

Minutes: The minutes of the regular meeting of June 13, 2017 were approved.
   Glick – Trachtman   Aye: Glick, Trachtman, Evans

Treasurer’s Report: The Board accepted the Treasurer’s and Accountant’s reports for June 2017 for filing.
   Glick – Trachtman   Aye: Glick, Evans, Trachtman

Mr. Israeloff reviewed and approved the bank reconciliation for June 2017 for all bank accounts.

Bill Schedules: The Board accepted: No. 36 for $181,847.00, No. 37 for $143,353.33, No.38 for $61,604.62, No. 1 for $122,608.23 and No. 2 for $94,855.03.

Capital Improvement: No. 4 for 7,125.00
   Glick - Trachtman   Aye: Trachtman, Evans, Glick

Correspondence: Letter from Lawrence Israeloff was accepted for filing.
   Note from Dr. Patricia Marcellino was accepted for filing.
Director’s Report:  As submitted. Mrs. Liebman reported that a new desk was installed in the Children’s Room. Mrs. Liebman presented the Proposed Civil Service Salary Scale – July 1, 2017. Bids for the first floor lighting project were opened on July 11, 2017. Nine companies requested information on the project and two placed bids. Mrs. Liebman reported that the fire house construction project is coming to an end and the Syosset Fire District is negotiating with the Syosset School District regarding the land they borrowed during construction. Mrs. Liebman received a phone call from Dr. Thomas Rogers, Superintendent of Syosset School District letting her know that Jack Randazzo, Syosset Fire District Superintendent, called him apologizing for the fire house parking lot being repaved before a decision was made on the borrowed property. Mrs. Liebman reported on the New York Paid Family Leave Benefit Law (PFL) which will take effect on January 1, 2018. Library attorney Benjamin Truncale’s research indicates that as a public employer, the library is not required to participate but he will update us if there are any changes. Mrs. Liebman reported that Dr. Evania Thompson, the Acting Director of the Mount Vernon Library and some of their Board members will be visiting the Syosset Library on Thursday, July 20th. In addition, Mrs. Liebman discussed the LTA Regional Library Trustee Workshop which will be held at the Plainview-Old Bethpage Library on August 12, 2017.

Assistant Director’s Report:  As submitted. Ms. Martin reported that annual Fire Inspection was performed; the partition door in meeting room B/C was repaired; and an Assistive Listening system was installed in meeting room B/C. Ms. Martin reported that the Summer Reading Club, Build a Better World is off to a great start with 348 children, 62 teens, and 134 adults signing up in the first three weeks. The 4th annual Local Author Showcase was the kick-off for the adult club and the kick-off program for the children was Marvels of Motion where children and their families learned that physics can be fun. Ms. Martin reported that Chris Romance, President and CEO of Emergency Response Consulting, Inc., presented the new Emergency Action Plan to staff members. This plan encompasses the Emergency Evacuation Plan, Emergency Response Plan and important updated emergency contact information. Procedures for Code Adam were also presented to the staff. The Board accepted the Department Heads’ reports and statistics for filing.
Personnel Activity Report: None

Response from the Public: Mr. Malizia asked how he can join the Friends of the Syosset Public Library. Mrs. Liebman, Director, answered his question.

Mr. Struhl questioned the Syosset Public Library 3D Printer Policy. Mr. Glick, Trustee responded to Mr. Struhl's questions and explained the 3D Printer Policy.

Committee Reports: None

Old Business: None

New Business: 1) The Board unanimously approved the 2017 – 2018 Salary Scale for submission to the Nassau County Civil Service Commission.
Glick – Trachtman  Aye: Evans, Trachtman, Glick

2) The Board unanimously approved the library closing dates for 2018.
Glick – Trachtman  Aye: Evans, Glick, Trachtman

3) Resolved, The Board of Trustees unanimously approved the Treasurer’s/Accountant’s annual fee for 2017 – 2018.
Glick – Trachtman  Aye: Glick, Evans, Trachtman

4) Resolved, The Board of Trustees unanimously approved the Authorization of Certain Payments Between Board Meetings.
Glick – Trachtman  Aye: Evans, Trachtman, Glick

5) The Board unanimously approved reimbursement for three (3) staff members who attended the ALA (American Library Association) Annual Conference in Chicago.
Glick – Trachtman  Aye: Evans, Trachtman, Glick

6) The Board unanimously approved attendance for two (2) staff members at the Lit-Fest on October 12, 2017 at Adelphi University in Garden City, NY.
Glick – Trachtman  Aye: Evans, Trachtman, Glick

Glick – Trachtman  Aye: Glick, Trachtman, Evans
8) Resolved, The Board unanimously approved the repeal of the Tax Cap Override for fiscal year 2017 – 2018.
Glick – Trachtman  Aye:  Glick, Trachtman, Evans

9) The Board unanimously approved to award General/Electrical Contract for the First Floor Lighting Project to Eldor Contracting Corporation and Furnish Material Contract to Carob Industries, Inc.
Trachtman – Glick  Aye:  Trachtman, Evans, Glick

10) The Board unanimously approved the HVAC contract.
Glick – Trachtman  Aye:  Evans, Glick, Trachtman

Executive Session:  The Board entered into executive session at 7:10 PM to discuss a personnel issue and reconvened the regular meeting at 7:16 PM.

Adjournment:  The meeting was adjourned at 7:17 PM.
Glick - Trachtman  Aye:  Trachtman, Evans, Glick

Respectfully submitted,

Angela Khilnani

Secretary to the Board