The meeting was called to order at 6:32 PM by Ms. Evans, President.

Present - Jane Evans, President; Reid Goldsmith, Alene Shorin, and Chandra Ganeshkumar, Trustees; Christine Belling, Director; Brian Cleary, Treasurer/Accountant, and Dominic Calgi of Calgi Construction Company Inc. were also present.

Robert Glick, Vice President; Pamela Martin, Assistant Director were absent with prior notice.

None.

The minutes of the regular meeting of February 11, 2020 were unanimously approved.

Shorin – Ganeshkumar Aye: Evans, Goldsmith, Shorin, Ganeshkumar

The Treasurer’s and Accountant’s report for January 2020 was accepted for filing. The February 2020 report was tabled.

Shorin – Ganeshkumar Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Unanimously approved: No. 24 for $156,040.31, No. 25 for $137,532.49, and No. 26 for $55,471.35.

Shorin – Ganeshkumar Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Unanimously approved: No. 7 for $6070.00.

Shorin – Ganeshkumar Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Letter from Mr. and Mrs. Alon was accepted for filing.

Mr. Calgi reported to the Board on the results of the bid opening for the parking lot project. In total 13 bids were received and opened. The lowest bidder on the project was Stasi Brothers Asphalt Corp. with a bid of $488,888. Mr. Calgi also reported to the Board about a meeting held with Stasi Brothers Asphalt Corp., Director Belling, R&M Engineering, and Calgi Construction to review the scope and timing of the project. Mr. Calgi then reported on the latest update from the New York State
Director’s Report: As submitted. Ms. Belling’s written report covered the parking lot project bid process and the results of the bid opening. Attached to Ms. Belling’s report were the results of the bid opening held on February 27, 2020. Ms. Belling also reported on the Syosset-Woodbury Chamber of Commerce meeting hosted by the library on February 20 and attended by 43 Chamber members. Ms. Belling and Jessikah Chautin presented to the group on multiple resources the library offers for businesses and individuals in the community including databases, programs, and the Library of Things. Feedback after the meeting was very positive. Ms. Belling next reported on the Public Library Association Conference and highlighted a few of the programs she attended. Ms. Belling then turned her attention to the burgeoning novel coronavirus issue. A lengthy discussion ensued about the steps the library was taking to keep the library clean, canceling or modifying programs if needed, how other libraries were handling the situation, and the rapid rate at which information about COVID-19 and its spread are continuing to be reported through various news outlets. Ms. Belling said she would keep the Board informed of changes the library needs to make in the interest of the safety, health, and well-being of patrons and staff.

Assistant Director’s Report: As submitted. Ms. Martin reported that on February 25, Head of Readers’ Services Jackie Ranaldo was invited to WNET’s headquarters to participate in a forum of community organizations about the PBS production American Portrait, a national storytelling project that coincides with the 50th anniversary of PBS. It invites a national conversation about what it means to be an American today. Ms. Martin reported that preparations are underway for the 2020 Census and communicating to the public the importance of being counted. Two public information workshops will be held on March 11, one in the morning and one in the evening. These sessions will also cover employment opportunities available at the Census Bureau. Translators from the Chinese American Association of Syosset will be present for people whose first language is Chinese. The staff will also be trained about the census at a staff meeting early in March. Ms. Martin next reported that the positive responses we have received about the gaming consoles we put out during school vacations have led us to think of more fun activities to have out during breaks. We put out two jigsaw puzzles and a coloring banner at tables on
the main level opposite the circulation desk. We had many positive comments about having these passive activities available. The public, both adults and children, got involved, and completed the 2 puzzles (one 500 pieces, one 1000 pieces) and a coloring banner of the United States.

The Board of Trustees accepted the department heads’ reports and statistics for filing.

Shorin – Ganeshkumar  Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Personnel Activity Report:  1 Resignation and 2 Internal Moves.
Goldsmith – Ganeshkumar  Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Committee Reports: None

Response from the Public: None

Old Business: None

New Business:
1) The Board of Trustees unanimously approved the Claims Auditing proposal from Nawrocki Smith LLP.
Shorin – Ganeshkumar  Aye: Evans, Goldsmith, Shorin, Ganeshkumar

2) The Board of Trustees unanimously approved the First National Bank of Long Island list of authorized signers.
Shorin – Ganeshkumar  Aye: Evans, Goldsmith, Shorin, Ganeshkumar

3) The Board of Trustees unanimously approved the HSBC list of authorized signers.
Shorin – Ganeshkumar  Aye: Evans, Goldsmith, Shorin, Ganeshkumar

4) The Board of Trustees unanimously approved three staff members to attend Book Expo NYC 2020.
Shorin – Ganeshkumar  Aye: Evans, Goldsmith, Shorin, Ganeshkumar
5) The Board of Trustees unanimously approved the reimbursement of one (1) trustee and one (1) staff member who attended the PLA Conference in Nashville, TN.

Shorin – Ganeshkumar   Aye: Evans, Goldsmith, Shorin, Ganeshkumar

6) The Board of Trustees unanimously approved a resolution to award the bid/contract for the parking lot project to Stasi Brothers Asphalt Corp. as the lowest responsible bidder, subject to and contingent upon the Library’s receipt of all requisite approvals from the New York State Education Department. As such, this award and resolution shall be null and void upon failure to receive said approvals.

Shorin – Ganeshkumar   Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Executive Session:  The Board of Trustees entered into executive session at 7:28 PM to discuss a legal matter.

Shorin – Goldsmith   Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Exit Executive Session: The Board of Trustees reconvened the Regular Meeting at 7:50 PM.

Shorin – Ganeshkumar   Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Adjournment: The meeting was adjourned at 7:51 PM

Shorin – Ganeshkumar   Aye: Evans, Goldsmith, Shorin, Ganeshkumar

Respectfully submitted,

Christine Bellino
Library Director