The meeting was called to order at 6:30 PM by Ms. Evans, President.

Present - Jane Evans, President; Robert Glick, Vice President; Alene Shorin, Trustee; Christine Belling, Director; Pamela Martin, Assistant Director; and Brian Cleary, Treasurer/Accountant.

Absent: Reid Goldsmith and Chandra Ganeshkumar, Trustees.

None.

The minutes of the regular meeting of July 14, 2020 and the special meeting of August 13, 2020 were unanimously approved.

The Treasurer’s and Accountant’s report for July 2020 and August 2020 were accepted for filing.

Unanimously approved: No. 3 for $112,113.01 No. 4 for $91,088.74, No. 5 for $105,447.48, No. 6 for $60,984.14, No. 7 for $106,537.30, No. 8 for $135,963.57 and No. 9 for $103,902.03.

None.
Director’s Report: As submitted. Ms. Belling reported that throughout the summer the library has expanded services to the community to include use of the public computers, study tables and exam proctoring. In early August, Tropical Storm Isaias blew through the area knocking out power and/or internet service to a large swath of Syosset and Jericho. As with Super Storm Sandy, community residents were waiting for the library to open the day after the storm to charge their devices and use the wifi. It was at this time that we had to implement a time limit of one hour in the building. The staff worked together to create a plan to assign tables to patrons and manage the flow of people coming in the building. Ms. Belling next reported that time has been spent preparing for the upcoming academic year and thinking about how the community and students will want to use the library. A limited number of study tables will be available on all floors. Users will be asked sign-in for a one hour appointment to use a table, but if no one is waiting, they may stay at the table a little longer.

Staff are looking into an online booking/appointment system for the study tables and possibly other areas of the library including Creation Station. At this time tutoring services are not permitted in the building. Use of study tables is for individuals in most areas of the library with the exception of the two family tables that have been set up in the Children’s Room. Ms. Belling also reported that she and Pam Martin continue to meet weekly with the Reopening Committee to address staff concerns and issues as well as to discuss expansion and modification of services as needed. She reports that the meetings have been particularly helpful as time goes on and the issues raised have grown in complexity – especially as services are reintroduced to the community. Trying to find the balance of how to provide the Syosset Library model of service during the COVID-19 pandemic is challenging and requires regular revisiting and modification for the safety of staff and patrons. Ms. Belling reported that two sneeze guards have been added – one to the Reference Desk, the other at the Readers’ Services Desk – based on feedback from staff and how they are interacting with patrons. New, updated posters have been printed to remind all library users about mask wearing requirements in the building as well as how to properly wear a mask. We are also updating our signage at the entrances to provide more information about how the library offers services to patrons that may have issues with medically tolerating wearing a face mask. Ms. Belling next reported on the parking lot project. The start of construction has been slightly delayed in part because Stasi Brothers Asphalt Corp. has to complete unfinished projects left over from the shutdown due to the pandemic. There have also been delays in getting the permits required to demolish the house. The Town of Oyster Bay requires that all utility lines – water, electric, gas – be terminated with official documentation from the utility companies stating the lines have been
safely cut before any permits will be issued. The scheduling to terminate these services has taken much longer than originally anticipated. Ms. Belling noted that she typically talks to the Calgi Construction project manager, Fred Sullo, one to two times per week to discuss any updates or changes to the project and that she requires two weeks notice before any construction can begin so that we have time to notify the Board, the staff, patrons and to effectively plan any disruption or changes to library services. Lastly, Ms. Belling reported that on August 14, she submitted the NYS Construction Aid Application for the parking lot project. Although construction aid funding for public libraries in New York State is severely limited this year, she applied for a grant in the amount of $253,000. The approval process, which starts with the Nassau Library System Board of Trustees, takes a long time. Once approved by NLS, the application is then submitted to the Division of Library Development (DLD) for review and approval. After the DLD, the application then goes to the Dormitory Authority of New York State (DASNY) for final approval. If DASNY approves the grant application, the funds will hopefully be received in the fall of 2021. Syosset Library is still waiting for DASNY to distribute the construction aid funds from last year’s grant cycle. The Nassau Library System has informed Ms. Belling that the 2019 application in the amount of $282,444 was approved by the DLD and DASNY earlier this year.

Assistant Director’s Report: As submitted. Ms. Martin reported that the Nassau Library System will be putting together an “In-Brief” style advocacy information packet for each individual New York State Senator and Assembly member to feature the outstanding work libraries did (and are doing) while facilities were closed or had limited hours since March. They will be using statistics from streaming content, programming statistics, and positive quotes from library users. Syosset Library had plenty to contribute to this effort in all the categories. Just to cite two examples of streaming services, there was a 317% increase in Kanopy check-outs from March to July this year compared to last year and a 249% increase for Hoopla. Ms. Martin next reported that Grab and Go Book Bags, which include a set of 4 books grouped by genre, author, topic, or series in a branded SPL bag began circulating on Friday, July 17. To date, 35 sets have circulated. This began as a summer program, with a vacation loan period, but patrons have responded so positively to this idea that we will continue it through the fall.
Ms. Martin then reported on the Summer Reading Clubs. Due to COVID, the programs were run completely online, but the library still had a good number of residents interested in participating: Newborn to grade 5: 190 participants read 1,423 books; Teen: 55 participants read 207 books; Adult: 80 participants read 515 books. Ms. Martin also reported on the 100th episode of the Turn the Page Podcast which was a conversation with 1985 Syosset High School alumnus Judd Apatow. We are so grateful to him to take the time and interest to do this. He began his career at the high school interviewing local comedians for the high school radio station.

Next, Ms. Martin informed the Board that Seniors of Syosset, the Neighborhood Naturally Occurring Retirement Community program (NNORC), is starting a pilot program to send 60 Echo Dots out into the Syosset community. These will be free and will contain customized information for activities within the area. The Amazon Echo Dot is a smart speaker and a more compact version of the original Echo. Using voice commands it can answer questions, play the news, play music, and do hundreds of other tasks. We can also add our library programs on their Echos. Finally, Ms. Martin reported that with increasing regularity, the library receives requests from Syosset School District students to promote various projects they create either through their school work and clubs or on their own. It is great to see that the students are looking to partner with the library. Depending on what the request is we always try to help these young people in any way we can, even if it is finding another avenue for their project or displaying a poster. For example, just in the last 3 months, one student created Share A Moment, where she collected used graduation gowns for students who cannot afford to buy them. Leaders for Literacy, a school club, is hosting a free, virtual conversation group to allow adults with limited English-speaking abilities to develop their skills. We are always so proud of the ways these students think to give back to the community.

The Board of Trustees accepted the department heads’ reports and statistics for filing.
Glick - Shorin
Aye: Evans, Glick, Shorin

Personnel Activity Report: The report of one resignation and one new hire were accepted for filing.
Glick - Shorin
Aye: Evans, Glick, Shorin
Committee Reports: None

Response from the Public: None

Old Business: None

New Business: 1) The Board of Trustees unanimously approved two (2) staff members to attend the New York Library Association (NYLA) Virtual Conference November 5 and 6, 2020. Glick - Shorin Aye: Evans, Glick, Shorin

Adjournment: The meeting was adjourned at 6:56 PM Glick - Shorin Aye: Evans, Glick, Shorin

Respectfully submitted,

Christine Belling
Library Director