Time: The meeting was called to order at 6:38 PM by Ms. Evans, President.

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

Absent: Chandra Ganeshkumar, Trustee with prior notice.

Public: None.

Minutes: The minutes of the October 13, 2020 regular meeting were unanimously approved.

Glick - Shorin Aye: Evans, Glick, Goldsmith, Shorin

Treasurer’s/Accountant’s Report: The Treasurer’s report for October 2020 was accepted for filing.

Glick - Shorin Aye: Evans, Glick, Goldsmith, Shorin

Bill Schedules: Unanimously approved: No. 15 for $104,600.76, No. 16 for $70,796.75, No. 17 for $143,794.99 and No. 18 for $21,067.32.

Glick - Shorin Aye: Evans, Glick, Goldsmith, Shorin

Capital Improvement: Unanimously approved: No. 5 for $426.25.

Glick - Shorin Aye: Evans, Glick, Goldsmith, Shorin

Correspondence: 1 letter regarding a special use permit for 297 Robbins Lane, Syosset, New York was accepted for filing.
Director’s Report: As submitted. Ms. Belling reported that over the summer potential hazards were identified with respect to the electrical outlets located on the exterior of the building. Covers with locks have been installed over the outlets and the broken outlets have been repaired. Ms. Belling next reported that with the theater not in use due to the pandemic, Stanley Steemer cleaned the carpet and seats, the projection room and theater entrances. In addition, they cleaned the stage floor and used an antimicrobial fogging mist throughout the space. Ms. Belling then reported that over the past two years the staff have been trying to identify ways to make the library easier for patrons to use. To that end, the library now offers an online library card application whereby residents can securely upload proof of residency through a vendor that supports encrypted data transfer communication via https protocol. The Circulation Department receives each application, creates a new patron account, a library card and mails the library card to the residence. Before the library card is mailed though, each patron will receive an email with their library card number so that they may begin using the library’s digital resources. So far we have received positive feedback about this new service. Ms. Belling informed the Board that the asbestos abatement of 7 Jeffrey Court began Monday, October 19 and was completed on Thursday, October 29. All air monitoring reports completed by Omega Environmental came back with clean air samples. RMB Development Consultants has applied for the permit with the Town of Oyster Bay to demolish 7 Jeffrey Court. Once the permit to demo the house has been issued, Stasi Brothers has ten days to move forward with the work. An informational flyer for the community and a poster with an aerial view of the site plan for the parking lot has been created and is on display on the first floor. Ms. Belling also reported that she visited each house on Jeffrey Court to discuss the parking lot project and that although no one was available to talk, she did leave her contact information if someone would like to call or email her. In addition, the front cover of the winter newsletter will feature information about the parking lot expansion and reconfiguration project. Next, Ms. Belling discussed the Nassau Library System (NLS) Member Library Support Fee request for 2021. The requested member support for the Syosset Library is $36,630, which represents the same fee the library paid in 2020.

Assistant Director’s Report: As submitted. Ms. Martin reported that this was another great month for the digital collection circulation. Circulation of digital items doubled from last October, from 7,380 in 2019 to 14,631 this year. The digital magazine circulation also doubled from 1,463 in 2019 to 2,900 this year, an all time
high of magazine downloads. The total circulation of materials increased for another month, from 33,229 in 2019 to 35,032 this year. Ms. Martin also reported that the library scheduled three in person programs this month and next month to test the interest of the community for small, in person library programs. During a longer than usual registration period, only one person signed up for the adult class, and one child sign up for the children’s class. This informed us that the community is not yet ready to resume this type of programming. The library’s program coordinators will occasionally schedule some small, in-person programs to test the readiness of the community to resume onsite programs. Ms. Martin next reported that The Great Give Back, which initially began as a community service initiative of Long Island libraries providing a day of service-oriented activities for patrons, has now become a statewide event. During this third year of participation it became clear how important it is for the community to become involved to support those in need. This year, the children’s department conducted a food drive from October 5 to October 17. Seven cartons of food and diapers were delivered to St. Edward the Confessor Church, which partners with Island Harvest, Long Island’s largest hunger-relief organization. It was so successful and important that we decided to continue the food drive during the month of November until Thanksgiving.

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

Personnel Activity Report: The report of one new hire was accepted for filing.
Glick - Goldsmith
Aye: Evans, Glick, Goldsmith, Shorin

Committee Reports: None

Response from the Public: None
Old Business: 1) The Board of Trustees unanimously resolved to table a decision on Parking Lot Project Change Order #1 (asphalt proposal).
Glick - Shorin
Aye: Evans, Glick, Goldsmith, Shorin

New Business: 1) The Board of Trustees unanimously resolved to approve the Nassau Library System Member Support Fee for 2021.
Glick - Goldsmith
Aye: Evans, Glick, Goldsmith, Shorin

Executive Session: The Board entered into executive session at 6:52 PM to discuss collective bargaining.
Goldsmith - Shorin
Aye: Evans, Glick, Goldsmith, Shorin

Exit Executive Session: The Board resumed the regular meeting at 7:14 PM.
Evans – Goldsmith
Aye: Evans, Glick, Goldsmith, Shorin

Resolution: Trustee Evans resigned as President of the Board of Trustees. Vice President Glick was appointed President of the Board of Trustees. Trustee Goldsmith accepted the nomination for Vice President of the Board of Trustees.
The Board of Trustees unanimously voted to elect Trustee Goldsmith Vice President of the Board of Trustees.
Evans - Shorin
Aye: Evans, Glick, Goldsmith, Shorin

Adjournment: The meeting was adjourned at 7:19 PM
Glick - Shorin
Aye: Evans, Glick, Goldsmith, Shorin

Respectfully submitted,

Christine Belling
Library Director