IN ATTENDANCE:
John Mikulin, President
Gerry Schmotzer, Vice President
Phyllis Kelly, Trustee
Vincent Formichelli, Trustee
Michelle Young, I.T.P.L. Director
Chris Ostuni, Counsel

ABSENT:
Ann Harris, Trustee, absent with excuse.
Juliet Feely, absent, prior commitment

CALL TO ORDER:
Gerald Schmotzer called the meeting to order at 7:20pm.

PLEDGE OF ALLEGIANCE:
Pledge of Allegiance was recited.

APPROVAL OF MINUTES:
These minutes represent a summary transcription of the topics and conversations that occurred at the Board meeting.

Gerald Schmotzer asked for a Motion. Vinny Formicelli made a Motion to approve the Minutes of February 22, 2018. Phyllis Kelly seconded the Motion. All in favor: unanimous. Motion passes.

APPROVAL OF WARRANT:
Gerald Schmotzer asked for a Motion. Discussion followed. Phyllis Kelly made a Motion to accept Warrant #596, from check numbers 13890-13970 in the total amount of $28,242.21. All in favor: unanimous. Motion passes.

Correspondence:
1) Town of Hempstead, Receiver of Taxes Don Clavin sent a thank you to the Director and a group photo for hosting the Property Tax Assessment Grievance Workshop on 2/16.
2) Nassau County Legislator John R. Ferretti, Jr., sent a photo as a thank you for hosting the Property Tax Assessment Grievance Workshop on 2/16.
3) Town of Hempstead Supervisor Laura Gillen sent several photos from her “listening tour” which was held at the Library on 3/1.

DIRECTOR’S REPORT:
1. The library board meeting was rescheduled on March 22 due to inclement weather.
2. The 2017 NYS Annual Report was sent to the Nassau Library System for review; we are awaiting their approval.
3. The Tax Levy Form in regards to the 2019 Property Tax Cap was submitted by the Director to the NYS Comptroller’s office on 3/8.
4. On 3/19, Joe Price from the Joseph P. Price Agency, Inc., donated $500 to us; we are going to put this grant towards this upcoming Summer Reading Club. This agency is the Library’s insurance carrier, and their office is located in Suffolk County.
5. We received copies of the proposed budget brochure for FY 2018-19; they are getting distributed/mailed out on 3/26.
6. On 2/16, the Property Tax Grievance Workshop brought one of the biggest audiences for a library program to date—over 100 people came, and some had to be turned away.
7. Had a conference call with Senator Kemp Hannon and several other library directors; discussed the cuts proposed to construction grant aid from $28 to $14 million. The Director said that the Senate and the Assembly are proposing a $50 million increase to construction aid, which would bring the total grant money to $64 million. Attorney Ostuni added that this increase would be over a three-year cycle. The conference call also addressed the growing issue of safety and security concerns that libraries are now facing, and that they will be investing more in these areas.
8. The Director wrote a letter to Commissioner Patrick J. Ryder proposing a security survey and in-house situational awareness and safety training for ITPL staff. A conversation ensued involving discussion on what the new library construction should have in terms of security.
9. A letter, drafted by Attorney Ostuni, was sent to Nassau County Executive Laura Curran regarding a collaborative discussion with other member libraries involving the Nassau County Civil Service Commission.
10. We received a thank you letter addressed to the Director and Marilyn Adamo, Head of Reference, from Harmit Singh, who interned at the library for five weeks, three hours each Tuesday, through the Center for Developmental Disabilities.
11. Corkery Electric replaced the LED flood fixture on the Library’s driveway. Trustee Vincent Formicelli was concerned that the light was aimed directly into driver’s eyes as they approached the building; he discussed re-evaluating the light’s set angle.
12. We replaced a broken Avaya phone.
13. The library closed multiple times due to snow—including March 21 and 22, as the School District also closed. As per policy, the Library closes when the school district closes, and follows the school district’s opening delays as well.
14. The library’s website went down; our domain name was through GoDaddy! back in 2008 and this domain expired. We renewed our domain name through this company for one more year, and plan to switch to Amazon, the later which will be maintained through NLS starting in May.
15. The Library also had a power failure and Central Station contacted us on 3/15; it was a local power failure in the neighborhood.
16. We have tagged 11,839 items as part of the RFID project.
17. We gained 10 new followers on our Facebook page.
18. We held 36 adult programs within the month of February.

UNFINISHED BUSINESS:
None

NEW BUSINESS:
**Proposed Library Board Meeting Dates:** July 1, 2018-June 30, 2019
Meetings are typically held on the 4th Thursday of each month at 7pm.
July 26, 2018 (Reorganization Meeting)
No Meeting in August
Thursday, September 27, 2018
Thursday, October 25
Thursday, November 15 (3rd Thursday)
Thursday, December 20 (3rd Thursday)
Saturday, January 12, 2019 at 12pm (Budget Workshop/Board meeting)
Thursday, February 28, 2019
Thursday, March 21, 2019 (3rd Thursday)
April 2, 2019 (1st Tuesday, Budget Hearing/Board meeting)
April 16, 2019 (3rd Tuesday, Budget Vote)
Thursday, May 23, 2019
Thursday, June 27, 2019

PUBLIC:

None

EXECUTIVE SESSION:
Jerry Schmotzer made a Motion to go into Executive Session at 8:10pm to discuss matters of personnel. Phyllis Kelly seconded the Motion. All in favor: Unanimous, Motion Passes.

I.T.P.L. BOARD OF TRUSTEES RETURN TO REGULAR SESSION:
Jerry Schmotzer made a Motion to come out of Executive Session at 9:19pm; Phyllis Kelly seconded the motion. All in favor: Unanimous, Motion Passes.

President John Mikulin arrived at 8:30pm.

ADDITIONAL NEW BUSINESS:
Jerry Schmotzer made a motion to accept the resignation of part-time librarian Lorayne Feit, effective 3/14. Phyllis Kelly seconded the motion. All in favor: Unanimous, Motion Passes.

Jerry Schmotzer made a motion to accept the resignation of part-time librarian Margaret Rusch, effective 3/31. Vincent Formicelli seconded the motion. All in favor: Unanimous, Motion Passes.

Jerry Schmotzer made a motion to accept the resignation of part-time cleaner Jessica Arena, effective 3/20. Phyllis Kelly seconded the motion. All in favor: Unanimous, Motion Passes.

John Mikulin made a motion to hire part-time substitute cleaner Joseph Lane as a part-time cleaner at $11 per hour. Vincent Formicelli seconded the motion. All in favor: Unanimous, Motion Passes.

Jerry Schmotzer made a motion to hire Anthony Barletta as a cleaner at $11 per hour, effective 3/26. Phyllis Kelly seconded the motion. All in favor: Unanimous, Motion Passes.

Jerry Schmotzer made a motion to hire Devon Hahn as a part-time, substitute cleaner at $11 per hour, effective 3/30. Phyllis Kelly seconded the motion. All in favor: Unanimous, Motion Passes.
ADJOURNMENT:
Gerry Schmotzer made a Motion to adjourn the March 26, 2018 Board Meeting at 9:20pm. Phyllis Kelly seconded the Motion. All in favor: Unanimous, Motion passes.

The next Island Trees Public Library Board Meeting/Budget Hearing will be held on Tuesday, April 10, 2018 at 7:00pm.

Respectfully submitted,

Michelle M. Young
ITPL Director