Island Trees Public Library  
Board of Trustees Meeting Minutes  
Thursday, February 22nd, 7:00pm

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

ABSENT:

CALL TO ORDER:
John Mikulin called the meeting to order at 7:10pm

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 ITPL Board of Trustees meeting.

John Mikulin asked for a Motion. Phyllis Kelly made a Motion to approve the Minutes of January 13th, 2017 with changes. Gerry Schmotzer seconded the Motion. All in favor: unanimous. Motion passes.

APPROVAL OF WARRANT:
John Mikulin asked for a Motion. Discussion followed. John Mikulin made a Motion to accept Warrant #595, from check numbers 13788-13836 in the total amount of $19,351.93. Addendum in the amount of $37,634.16. Gerry Schmotzer tabled the motion.

John Mikulin made a Motion to Conditionally accept, pending approval of Sec.-Treasurer Rinaldi’s approval, Warrant #595 with addendum in the total amount $56,986.09, Ann Harris seconded motion. All in favor: unanimous. Motion passes.

Correspondence:  
None
DIRECTOR’S REPORT:

1. Proposed budget for 2018-19 has been distributed to Board and reviewed by Al Coster our Auditor.
2. Andrea Crivello has secured a museum pass to the Planting Fields Arboretum for 2018.
3. On 23rd and 30th we held a two-part, in-house customer service seminar with Outreach Coordinator Nicole Scherer from NLS; 12 people attended.
4. Avaya phone system update: We were put “in network” which allows for remote access and for Realm to make changes on our end. We activated caller ID through our provider Verizon. Juliet Feeley, Vincent Formicelli and myself met with a salesperson from Optimum. Discussion followed regarding Optimum IP phone service for the future construction.
5. Sponsored a table at Levittown’s Winter Festival Celebration, Liz Spoto hosted it along with myself; it was a Broadway theme, and we did a “Pin the Nose on Olaf” and provided prizes and giveaways.
6. Laura Gillen, new TOH Supervisor, will be at the Library on March 1 as part of her community listening tour.
7. Saturday, March 3rd: the Library Board is sponsoring a “Breakfast with the Friends.” All interested in joining the group or learning more about it are welcome to attend.
8. The Annual New York State statistical report for 2017 was submitted to NLS on February 23; we are awaiting approval.
9. We are partnering with The Center for Developmental Disabilities and sponsoring an intern, Harnit Singh, for five weeks as part of their Employment Training program.
10. The Director shared a sample letter from NLS drafted to County Executive Laura Curran regarding reforming the rules and regulations of the Nassau County Civil Service Commission; each Library Board in Nassau was asked to submit this letter requesting a group meeting. Counsel will draft our own version. Discussion followed.
11. On 1/11 attended NYS Annual Report review class at NLS along with staff members Liz Spoto and Debi Santiago.
12. On 1/17 attended an MLD meeting at NLS.

2017 / 2018 BOARD MEETING DATES:

MEETING START TIME 7:00PM FOR NEW FISCAL YEAR 2017

2017:

<table>
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<tr>
<th>July</th>
<th>August 3, Thursday</th>
<th>August 31, Thursday</th>
<th>September 28, Thursday</th>
<th>October 26, Thursday</th>
<th>November 16, Thursday</th>
<th>December 14, Thursday</th>
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<tbody>
<tr>
<td>No Meeting</td>
<td>7:00pm</td>
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2018:

No Meeting

Re-Organization
MEETING START TIME 7:00PM FOR YEAR 2018

2018:
January 13, Saturday  12 Noon  Budget Workshop / Board Meeting
February 22, Thursday  7:00pm
March 22, Thursday  7:00pm
April 10, Tuesday  7:00pm  Budget Hearing / Board Meeting
April 24, Tuesday  1pm – 9pm  Budget Vote
May 24, Thursday  7:00pm
June 21, Thursday  7:00pm

UNFINISHED BUSINESS:
None

NEW BUSINESS:
John Mikulin made a motion to hire John Lane for the position of Substitute Cleaner at the rate of $11 per hour in a part-time basis. Ann Harris seconded the motion. All in favor: Unanimous, Motion Passes.

PUBLIC:
None

ADJOURNMENT TO EXECUTIVE SESSION:
John Mikulin made a Motion at 7:41pm to go into Executive Session to discuss personnel issues. Gerry Schmotzer seconded the Motion. All in favor: Unanimous, Motion Passes.

I.T.P.L. BOARD OF TRUSTEES RETURN TO REGULAR SESSION:
The Board returned from Executive Session at 9:19pm. No voting took place.

ADDITIONAL NEW BUSINESS:
John Mikulin made a motion to adopt the new Playaway Launchpad Circulating Policy. Ann Harris seconded the motion. All in favor: Unanimous, Motion Passes.

John Mikulin made a motion to accept the proposed Library Budget for 2018-19. Gerry Schmotzer seconded the motion. All in favor: Unanimous, Motion Passes.

John Mikulin made a motion to repeal personal registration regarding Budget vote. Phyllis Kelly seconded the motion. All in favor: Unanimous, Motion Passes.
**ADJOURNMENT:**
Gerry Schmotzer made a Motion to adjourn the February 22, 2018 Board Meeting at 9:20pm. Phyllis Kelly seconded the Motion. All in favor: Unanimous, Motion passes. Meeting adjourned at

The next Island Trees Public Library Board Meeting will be held on Thursday, March 22, 2018 at 7:00pm

Respectfully submitted,

*Salvatore Rinaldi*
Secretary-Treasurer to the Board of Trustees