

**OCEANSIDE LIBRARY
MINUTES
APRIL 30, 2019
BOARD OF TRUSTEES MEETING**

Dan Faust, Board President, called the meeting to order at 6:30PM.

Present: Mary DiGiovanna, Ellen Sullivan, Richard Woods, Assistant Director for Community Services Tony Iovino, Director Chris Marra, and Board Attorney MaryJane McGrath

Absent: Thomas Beirne and Patricia Roth

Guest: Angela Iovino and Janet Pearsall

Staff: Hannah Moore and Nadine Spano

MINUTES

- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board approved the minutes of the March 26 meeting, as presented.

FINANCIALS

- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board approved, subject to the auditor's review, the financial statement for March 2019.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board approved, subject to the auditor's review, the April 2019 warrants.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board approved, subject to the auditor's review, the May 1, 2019 warrants.

DIRECTOR'S REPORT

- Oceanside Library is gearing up for the 2019 Summer Reading Clubs. The theme for this year is "A Universe of Stories!" Ms. Spano, Adult Reference Librarian/Assistant to the Head of Reference will give an update on plans for the Adult Summer Reading Club. We are looking forward to an exciting summer of events at Oceanside Library.
- Our overall circulation statics continue to grow. I thank the staff for their efforts to continue to increase circulation.
- The Library gave some Advocacy Updates regarding the cuts to library construction aide.
- Election Law: there has been a revision. This revision will be posted.
- On Sunday, March 31st, I attended the Friends of the Oceanside Library's Third Annual Founders Day Breakfast at the OJC. I had the honor of presenting the Marion Sager Memorial Youth Award to Rebecca Goldfarb.
- On Wednesday, April 3rd, I attended the Oceanside Kiwanis meeting and gave a presentation on the Library budget. I will be presenting the Library budget at the Budget Hearing at School No. 6 on Wednesday, May 8 at 7:30pm.
- On April 10th - Ms. Spano and Ms. Keehner held the Facebook Live Book Discussion - *The Wife Between Us* by Greer Hendricks - great turnout - very successful for the first one. The next Facebook Live Book Discussion will be held on June 19th - *Where the Crawdad's Sing* by Delia Owens.
- On April 10th - Staff Appreciation Lunch - held during lunch and dinner hours. Thank you to the Friends of the Oceanside Library for supporting this event.

- On April 11th, Assemblywoman Miller presented Oceanside Library with a Certificate of Merit for the Library's participation in the 2019 Pet Food Drive.
- April is National Autism Awareness Month. The Programming Team held many fun, inclusive programs during the month of April (some sessions extending into May). I attended the Columbus Avenue Concert on Sunday, April 28th. Assemblywoman Missy Miller attended this event and introduced the band. This concert was offered under "sensory friendly" conditions - lights up/sound down. This concert was live-streamed and there is video footage on our Facebook page. Ms. DiMango did a great job at this performance and Ms. Moore and Mr. Ambrosio made Autism Awareness buttons on the Library's button maker - great job - great teamwork!
- Two new museum passes have been added to the Library's Museum Pass Program: Holocaust Memorial and Tolerance Center of Nassau County in Glen Cove and the Railroad Museum in Oyster Bay - both passes are available print-on-demand.

Staff Training and Professional Development

- On April 2nd, Nichole Scherer, Outreach and Engagement Specialist, Nassau Library System, presented a workshop on working with the public/Sexual Harassment during the morning and evening sessions.
- On April 4th, I held a Department Head Meeting. The next Department Head Meeting is scheduled for May 2nd.
- On April 11th, Staff attended the Intermediate Excel Training Session.
- On May 7th, Fire Extinguisher training sessions for staff - morning/evening sessions.

Building

- I updated the emergency closing/snow chain contacts.
- A sensor light was installed in the storyhour room.
- Head Custodian is working on installing additional safety locks on doors - staff room is one location.
- Knockout Exterminator was here for preventive maintenance and an issue with ants.
- Elevator: Getting quotes on different options for future consideration.
- A tree is blocking the security camera by the staff entrance/delivery door - this is being addressed.
- Security camera system upgrade: in the process of getting quotes.
 - Requesting \$10,000 from budget aide to be applied to the capital expense line for this upgrade.
 - Requesting \$3,000 from budget aide to be applied to the programming line.
- Emergency Plumbing service need on April 29th - men's public bathroom first floor.

Miscellaneous

- A staff member is working on a project for a Web Design class on the History Of the Construction of the Oceanside Library - future consideration to link this project to the Library's website.
- Children's Book Week - A great job by Children's Services with videos.
- Chicks Hatching Program:
 - The chicks hatched on April 29th. Thank you to Ms. Samuel, Ms. Madden and all of the Children's Services Staff for helping out, and the Friends of the Oceanside Library for their support with making this program possible, and Ms. Albanese for her work on setting up the chick hatching live stream. The Library has received a good amount of positive feedback from patrons saying they were watching from home - a very successful program.

- The Initial chick hatching live stream - 25 hours 51minutes.
- Over 431 views on YouTube and activity in the live chat feed, particularly from an excited class of 5th graders in the Oceanside School District.

OLD BUSINESS

- On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods, the Board confirmed the email poll for the April 16, 2019 warrants.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board put the tabled Talk Show Program from the March 26 meeting on the table.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods, the Board approved the Talk Show Program once a Newsletter on a Saturday night.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board confirmed the email poll for the \$1,000,000 transfer from Capital One Bank to M&T Bank.

NEW BUSINESS

- The Board acknowledged the resignation of Mr. Vulture. On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods, the Board appointed Mrs. Pearsall to fill the vacant seat until the end of the term.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods, the Board approved the contract renewal with 3rd Alternative, Mrs. Pearsall abstained.
- On a motion made by Mrs. Sullivan, seconded by Mr. Woods, the Board tabled the contract renewal with Electronix System until additional quotes can be received, Mrs. Pearsall abstained.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods the Board approved the contract renewal with Island Elevator, Mrs. Pearsall abstained.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board approved the contract renewal with Knockout Pest Contract, Mrs. Pearsall abstained.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods, the Board approved the contract renewal with Lowitt Alarm, Mrs. Pearsall abstained.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board approved the NLS Overdrive Expenditure, Mrs. Pearsall abstained.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Woods, the Board approved the moving of \$5,000 from in-house fliers code into the general programming code, Mrs. Pearsall abstained.

ADDITONAL MOTION

- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Woods, the Board approved the expenditure of the Bullet Aid to be split \$10,000 to be applied to the Capital Expenses line for security camera upgrade and \$3,000 to be applied to the Programming line.

ITEMS FOR INFORMATION

- None

OCEANSIDE LIBRARY FRIENDS UPDATE

- Mrs. Angela Iovino mentioned the Friends Annual breakfast was successful. The entertainment was enjoyed by all.

TRUSTEE FORUM

- Board President, Dan Faust, thanked everyone who attended the Friends Annual Breakfast. He also, welcomed Mrs. Pearsall to the Board.

ADJOURNMENT

- On a motion made by Mrs. Sullivan, seconded by Mrs. DiGiovanna, the Board adjourned at 7:50pm.

NEXT SCHEDULED MEETING

- Wednesday – May 29, 2019
5:30pm – General Meeting
Meeting Room 2

Respectfully submitted,
Vivian Monaco
Clerk of the Board