

MINUTES OF THE ANNUAL REORGANIZATION MEETING OF THE BOARD OF TRUSTEES OF THE NORTH BABYLON PUBLIC LIBRARY HELD ON TUESDAY, JULY 19, 2022

The Annual Reorganization Meeting was called to order in the Library by Mr. Horowitz, at 6:00 p.m. Ms. Hare, Mrs. Ziegler, Mr. Hester, Ms. Atlas, Mrs. DeBlasi, Mrs. Nicolazzi, Librarian III, and Mrs. Ledesma, Secretary were present.

Mrs. Ledesma administered the oath of office to Ms. Hare.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, Ms. Hare was nominated for the office of President for the fiscal year 2022-2023.

On a motion by Ms. Hare, seconded by Ms. Atlas, Mr. Hester was nominated for the office of Vice President for the fiscal year 2022-2023.

On a motion by Ms. Hare, seconded by Mr. Hester, Mrs. Ziegler was nominated for the office of Financial Officer for the fiscal year 2022-2023.

On a motion by Mrs. DeBlasi seconded by Mr. Hester, Ms. Atlas was nominated for the office of Secretary for the fiscal year 2022-2023.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, Mrs. DeBlasi was nominated for the office of Assistant Secretary for the fiscal year 2022-2023.

Mr. Horowitz cast one ballot for the nominees thereby electing them to their respective offices.

It was agreed to appoint committees as the need arises.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to change the mileage allowance to 62.5 cents per mile to be paid to members of the Board of Trustees and staff members of the Library as reimbursement for using their personal automobiles on library business.

On a motion by Ms. Hare, seconded by Mr. Hester, it was unanimously agreed to appoint Mrs. Karen Eisinger as Library Treasurer to be paid \$2,700.00 for services to be rendered to the Library during the fiscal year 2022-2023.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to appoint Marc D. Horowitz, Director, as Treasurer of the Cultural Programming Fund for the fiscal year 2022-2023. Maureen Nicolazzi, Librarian III, was appointed to act as Treasurer in the Director's absence.

On a motion by Ms. Hare, seconded by Mr. Hester, it was unanimously agreed to appoint the firm of Baldessari and Coster, LLP as Accountants for the Library for the fiscal year 2022-2023 at an annual fee of \$10,300.

On a motion by Ms. Hare, seconded by Mrs. Ziegler, it was unanimously agreed to appoint Hamburger, Maxson, Yaffe, & Martingale to represent the Library as its Legal Counsel for the fiscal year 2022-2023 at an hourly rate of \$250.00/hr.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to appoint Ms. Hilary Moreira, Bond, Schoeneck & King, PLLC, to represent the Library as its Labor Attorney for the fiscal year 2022-202 at an annual retainer of \$6,000.

On a motion by Ms. Hare, seconded by Ms. Atlas, it was unanimously agreed to appoint Mr. Marc D. Horowitz, Director, as the Board of Trustees' representative to function as library official to certify payrolls for the fiscal year 2022-2023. Mrs. Nicolazzi, Librarian III, was appointed to certify payrolls in the Director's absence.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to designate People's United Bank, as the depository bank for library funds.

On a motion by Mr. Hester, seconded by Ms. Hare, it was unanimously agreed to designate Mr. Horowitz, Library Director, in charge of investment of library funds as they become available in People's United Bank, West Babylon branch, and Capital One Bank, Melville branch. Mrs. Nicolazzi, Librarian III, was appointed to act in this capacity in the Director's absence.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to designate the Babylon Beacon and South Bay's Newspaper as the Library's official newspapers for publication of legal notices.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to reaffirm the Library Policies.

On a motion by Ms. Hare, seconded by Mr. Hester the Board meeting time was designated as 6:00 p.m. on the third Tuesday of each month as presented in Exhibit A.

On a motion by Mrs. DeBlasi, seconded by Mr. Hester, it was unanimously agreed to adopt the Resolution: Resolved, if the Board begins to investigate projects that would require a bond issue, all expenses associated with the project(s) will be reimbursed by the bond.

On a motion by Ms. Hare, seconded by Mrs. DeBlasi, it was unanimously agreed to adjourn the Reorganization meeting at 6:10 p.m.

Respectfully submitted,

Laurie Atlas  
Secretary

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE NORTH BABYLON PUBLIC LIBRARY HELD ON TUESDAY, JULY 19, 2022

The meeting was called to order in the Library by the President, Ms. Hare, at 6:10 p.m. Mr. Hester, Mrs. Ziegler, Ms. Atlas, Mrs. DeBlasi, Mr. Horowitz, Library Director, Mrs. Nicolazzi, Librarian, and Mrs. Ledesma, Secretary were present.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to approve the minutes of the June 21, 2022 Board Meeting.

On a motion by Mrs. DeBlasi seconded by Mr. Hester, it was unanimously agreed to accept the Cultural Programming Fund Treasurer's Report for June.

On a motion by Mrs. DeBlasi, seconded by Mrs. Ziegler, it was unanimously agreed to accept the Library Fund Treasurer's Report for June.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to accept the Financial Report for June.

The Director's Statistical Report for June was noted.

On a motion by Mrs. DeBlasi, seconded by Mrs. Ziegler, it was unanimously agreed to pay the bills on General Ledger Trial Balance No. 872.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to approve the July disbursement from the Cultural Programming Fund.

Mr. Horowitz advised the Trustees that a patron used one of the Library's book carts as a walker. Mr. Horowitz reported the studies required to begin the Library Expansion Project are underway. The soil boring was completed July 19<sup>th</sup>, and the asbestos inspection was scheduled for July 20<sup>th</sup>. Mr. Horowitz reported a wallet was found in the Library. The person did not have a library card, but we were able to contact her husband, whose information was on file. She correctly identified an object in the wallet and the wallet was returned to her. Mr. Horowitz was saddened to announce the passing of Mrs. Sharon Barbaria. Mrs. Barbaria was a Library Clerk in the Circulation Department for twenty-two years.

The Board reviewed and discussed the revised Procurement Policy. On a motion by Mrs. DeBlasi, seconded by Mrs. Ziegler, it was unanimously agreed to accept the Procurement Policy as presented in Exhibit A.

The Trustees reviewed the Public Notice and Bid Specifications for Security Guard Services. On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to approve the Public Notice and to proceed with the bid process for Security Guard Services as presented in Exhibit B.

The Director's Report was noted.

The Department Head Reports were noted.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to accept the Personnel Report for July.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to adjourn to executive session to discuss personnel matters at 6:31 p.m.

On a motion by Mr. Hester, seconded by Mrs. Ziegler it was unanimously agreed to adjourn from executive session at 6:43 p.m. and resume the regular business of the meeting.

The next meeting of the Board will be held on August 16, 2022 at 6:00 p.m.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to adjourn the meeting at 6:43 p.m.

Respectfully submitted,

Laurie Atlas  
Secretary