

BOARD OF TRUSTEES  
HICKSVILLE PUBLIC LIBRARY  
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, MARCH 24, 2021  
VIRTUAL VIA ZOOM  
7:00 P.M.

**CALL TO ORDER**

The meeting of the Hicksville Public Library Board of Trustees was called to order by President Carlos Munozospina at 7:07 pm. Those present were: Mrs. D'Antonio, Mr. Rowan, Mrs. Malhotra, Mrs. Curran Perrucci, Mrs. Edwins, Ms. Gramaglia, Mr. Wassel and Ms. Hayley Dryer (counsel), Mr. Cleary (treasurer), and Mrs. Kwas (recording secretary). Also present were: Ms. Roseann Acosta, Mrs. Janet Hagemann, Mrs. Debbie DeLouise, and Mrs. Joan Blitz.

**PLEDGE OF ALLEGIANCE**

**DIRECTOR'S REPORT**

Mrs. Edwins informed the board about the progress of the floor installation and the painting project in the main library building. The media area and circulation areas have been painted and the flooring completed. The downstairs area has been carpeted and will be painted. Mrs. Edwins has met with representatives from Otis Elevator to discuss a modernization of the elevator.

On February 26<sup>th</sup>, Library Advocacy Day, Ms. Gramaglia and Mrs. Edwins had virtual meetings with local Assembly and Senate members. The NYLA website disclosed that the executive budget proposes a reduction in funding for the Library Aid Program by 7.5% which is 15% less than the amount required by the Education Law. Construction aid is also being cut.

On March 16<sup>th</sup>, Ms. Acosta, Ms. Gramaglia, Mrs. Messler and Mrs. Edwins met to discuss programming and working more collaboratively to see what programs are working and which are not. Mrs. Edwins mentioned she would like to have outdoor programs in the yard in the spring and/or summer months.

Mrs. Edwins stated that AARP tax help has been all virtual this year which means that patrons need assistance from the Reference Department with scanning and emailing. The weeding project has continued while awaiting the RFID supplies. Overdrive circulation numbers have gone way up since the collaboration with the Hicksville schools.

A collaboration between the Hicksville School District and the Library has been arranged for the Hicksville School children in grades K-12 to display their artwork on a permanent and rotational basis throughout the Library. Mr. Munozospina requested that Ms. Acosta put out a press release about the art display as well as putting it on the library's Facebook page.

At the MLD meeting that Mrs. Edwins attended, a discussion took place about the length of time that library materials have to be quarantined. Some libraries are going to be reducing the time frame in April and May.

### COMMUNITY COMMENTS

Mr. Charlie Montana addressed the board and informed them that he had received an all cash verbal offer to purchase the Computer & Resource Center. He informed the buyer that the offer would be submitted to the Board, but that it probably is too low to be seriously considered. Mr. Montana mentioned that the low offer was based on the cost of potential real estate taxes.

Mr. Montana stated that he has been speaking with the Hicksville Water District who is very interested in using the Computer & Resource Center for possibly a year or two beginning June or July. The advantages of this agreement would be monthly income for the library, less monthly expenses on utilities, and having the building occupied as opposed to being vacant.

Mr. Wassel will discuss the matter with the board in executive session.

The board thanked Mr. Montana as he exited the meeting at 7:29 pm.

### TREASURERS REPORT

Mrs. Malhotra made the following motion:

BE IT RESOLVED, that the board approves the Treasurer's Report dated February 28, 2021 as presented. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Mr. Cleary provided the property tax cap form that he submitted to the office of the NYS Controller's office for the board's information.

### LEGAL

A few items will be discussed in executive session.

### APPROVAL OF MINUTES

Mrs. Malhotra made the following motion:

BE IT RESOLVED, that the board approves the minutes of the February 17, 2021 regular board meeting as presented. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Mrs. Malhotra made the following motion:

BE IT RESOLVED, that the board approves the minutes of the March 3, 2021 special board meeting as presented. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

## PETTY CASH

### SECRETARY'S REPORT

Mr. Rowan made the following motion:

BE IT RESOLVED, that the board authorizes the Payroll Warrant from the TD Bank of New York, Trust and Agency account with a monthly gross payroll of \$155,392.54, FICA and Medicare \$11,887.53, for a total of \$167,280.07 for the month ending February 28, 2021. Mrs. Malhotra seconded the motion and it was carried unanimously.

Mr. Rowan made the following motion:

BE IT RESOLVED, that the board authorizes the payment of Warrant #726 ending March 24, 2021 in the amount of \$154,099.13 including checks numbered 2089 through 2162 from the TD Bank Demand account. Mrs. D'Antonio seconded the motion and it was carried unanimously.

### OLD BUSINESS

#### PMA ST Imaging View Scan 4-9 Microfilm Scanner

Mr. Rowan made the following motion:

BE IT RESOLVED, that the board approves PMA's proposal for a ST Imaging ViewScan 4-9 Microfilm Scanner in the amount of \$5,295 ( 3 year warranty is an additional cost of \$1,485) bringing the total amount to \$6,780. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Mr. Munozospina mentioned how pleased he was that the library had been awarded \$2,400 in grant money from LILRC for the purchase of the View Scan Microfilm machine.

### CORRESPONDENCE

Mrs. Edwins received a letter from Mr. Lawrence Striegel who is a freelance journalist for Newsday doing research about the Long Island Aviation Country Club that existed from 1929 to 1959 in Hicksville. He wrote to let Mrs. Edwins know how grateful he was to Mr. James Janis for his assistance in providing copies of images and old news and magazine stories from the Hicksville Archives that were really valuable for the story. The interesting article by Lawrence Striegel was attached. Mr. Munozospina asked Mrs. Edwins to let Mr. Janis know that he appreciated his efforts in a "job well done".

## NEW BUSINESS

### Asbestos Abatement Services

The board reviewed all the proposals for the removal of carpet and asbestos tile abatement on the north side of the Main library building. Mr. Munozospina stated that the abatement company and the re-locators of the library material will have to work together to coordinate a plan. After much discussion the board decided to accept Branch Services' proposal.

Mr. Rowan made the following motion:

BE IT RESOLVED, that the board accepts Branch Services' proposal in the amount of \$72,400 for the removal and disposal of asbestos containing material in the Main library building. Mrs. Malhotra seconded the motion and it was carried unanimously.

### Relocation of Collection to assist in Asbestos Project

Mr. Rowan made the following motion:

BE IT RESOLVED, that the board accepts Tri-State Moving Services, Inc.'s proposal in the amount of \$56,500 to provide all labor, material, and equipment to assist moving the collection for the Asbestos Project. Mrs. Malhotra seconded the motion and it was carried unanimously.

### New York State 2020 Annual Report

Mrs. Malhotra made the following motion:

BE IT RESOLVED, that the board approves the New York State 2020 Annual Report as presented. Mrs. D'Antonio seconded the motion and it was carried unanimously.

### FYI

## PROGRAM AND STAFF REPORTS

The board appreciated the staff reports received.

### COMMUNITY COMMENTS

Mrs. Janet Hagemann mentioned that the painting project around the Circulation Desk area was challenging, but that the staff was able to check out patron's material from the Reference Desk instead.

Ms. Roseann Acosta stated that the virtual programs are going very well, and patron comments have been very positive. The senior, children's, and teen programs as well as health service programs have done particularly well. Mr. Munozospina suggested that a TikTok account be created as there is now a push for more social media.

## PERSONNEL

1. Appointments: None

2. Resignations:

Mrs. Curran Perrucci made the following motion at:

BE IT RESOLVED, that the board accepts the resignation of Joanne Pilutik from the position of part time senior page effective April 4, 2021. Mrs. Malhotra seconded the motion and it was carried unanimously.

3. Terminations: None

4. Retirements: None

## EXECUTIVE SESSION

Ms. Acosta, Mrs. Hagemann, Mrs. DeLouise, and Mrs. Blitz exited at 8:12 pm as the board entered executive session.

Mrs. Malhotra made the following motion at 8:12 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for the purpose of discussing legal, real estate, and personnel issues. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Mrs. Malhotra made the following motion at 8:32 pm:

BE IT RESOLVED, that the meeting of the board of trustees move out of executive session. Mrs. D'Antonio seconded the motion and it was carried unanimously.

## NEW BUSINESS

The board reviewed and discussed the proposals for real estate agents and decided to accept Montana Associate's proposal.

Mr. Rowan made the following motion:

BE IT RESOLVED, that the board accepts Montana Associates for real estate services, and authorize Mr. Montana to explore a "license to use premises" with the Hicksville Water District. Mrs. D'Antonio seconded the motion; 4 in favor, 1 abstain; motion carried.

Mr. Montana will contact the Hicksville Water District to discuss a one-year "license to use premises" to begin with, and possibly extend the agreement if needed. The board requested a stipulation of being able to show the building to potential buyers during that time.

**FUTURE BOARD MEETING**

The next board meeting will be held virtually on Wednesday, April 21, 2021 at 7 pm.

**ADJOURNMENT**

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 8:42 pm.  
Mrs. Malhotra seconded the motion and it was carried unanimously.

Respectfully submitted:

Deborah Kwas