

**OCEANSIDE LIBRARY
MINUTES
MARCH 26, 2019
BOARD OF TRUSTEES MEETING**

Dan Faust, Board President, called the meeting to order at 5:35PM.

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

Absent: Thomas Beirne

Guest: Angela Iovino, Janet Pearsall, and Sandy Scholl

Staff: Erin McCauley and Hannah Moore

MINUTES

- On a motion made by Mr. Vulture, seconded by Mrs. DiGiovanna, the Board approved the minutes of the February 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 February 2019.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Roth, the Board approved, subject to the auditor's review, the March 2019 warrants.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Vulture, the Board approved, subject to the auditor's review, the April 1, 2019 warrants.

DIRECTOR'S REPORT

- Oceanside Library's Annual Dr. Seuss' Birthday Bash was held on Sunday, March 3rd, from 1-3pm. We had a wonderful turnout – hundreds of families attended this event. It is great to see how this event has grown over the years.
- This year, to gear up for this event, our Project Coordinator, Ms. Keehner and Technology Coordinator Librarian, Ms. Albanese created a promotional video for the library's Facebook page of our wonderful Librarians and Staff doing readings from a Dr. Seuss Classic. A great job was done by everyone involved in putting this together and by a super group of readers! Thank you to Mr. Genovese for his creative notice to our patrons on the second floor in the Reference area explaining what is happening with hundreds of families celebrating Dr. Seuss Day underneath them. We also added a green screen in the adult reading area with photo props which many families enjoyed.
- Thank you to all of our staff and volunteers for their work: Children's Services – for creating all of the crafts and more--the Programming Team, Circulation Department, Reference and Information Services, Custodial Staff, the support of our Board and all of the Adult and Young Adult Volunteers: the support of the Kiwanis and Key Club and Friends of the Oceanside Library. Everyone's amazing teamwork is what makes this event a huge success.
- On Monday, March 4th, the Library had a delayed opening for 11am due to inclement weather.

STAFF DEVELOPMENT/MEETINGS

- On February 26th – Aflac presentation for staff.
- On Tuesday, March 5th – Sexual Harassment Training - morning/evening staff development sessions. Two videos were shown with opportunities for questions and answers after each video.
- On Thursday, March 7th – I held a Department Head Meeting.
- On Thursday, March 14 – Administrative Staff met with M&T Bank.
- On Friday, March 15th – Nassau Library System scheduled a meeting with Missy Miller at the Long Beach Public Library to advocate for funding for NLS and Libraries. There was some discussion on the 2020 Census. Mr. Iovino attended this event in my absence.
- On Thursday, March 21st – Excel training classes for staff.

BUILDING

- Elevator: On Sunday, March 3rd – Elevator shut down due to slacked cables. The elevator was repaired on Monday, March 4th. On Friday, March 8th the power unit was switched out (no cost) which has improved the noise level. On March 20th, I met with an elevator consultant to discuss existing service and explore options – no cost for this consultation.
- On Saturday, March 9th – Fire alarm signal--one of the heads collected dust and sent a false smoke detection. OFD was dispatched. When the fire panel was reset no further action was needed. This occurred prior to the building opening to the public. Staff did a great job evacuating following our EAP.
- As a safety measure and to further assist the Fire Department and staff - all heads have been renamed according to new floor plan. Copy on the fire panel.
- Roof repairs ongoing - one leak was addressed. Other areas being investigated.
- HVAC Switch – The electrical switch to HVAC unit 5 (Children’s Room) needed emergency repair. This switch was repaired on March 26th.
- We are always looking for ways to enhance security and safety. After a walk through with security expert Don Longo (no cost for walk through) – Head Custodian, Mr. Tripodi installed an interior lock on the Circulation Office.
- A motion/sensor light will be installed in the Children’s Storyhour room.

MISC

- On Thursday, March 21st, I attended the Community Active Shooter program with Don Longo. This program had a good turnout.
- I will be attending the Friends of Oceanside Library Founders Day Breakfast at the OJC on Sunday, March 31.
- Oceanside Library will be hatching chicks - Chicks will be arriving at OL on April 9th.

OLD BUSINESS

- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Sullivan, the Board confirmed the email poll for the March 14, 2019 warrants.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Vulture, the Board confirmed the email poll for Laura Fuentes Separation of Service pay-out.

NEW BUSINESS

- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Roth the Board approved the 2019/2020 Board meeting calendar as presented.
- On a motion made by Mrs. Sullivan, seconded by Mr. Vulture, the Board approved the 2019/2020 Library calendar as presented.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Mr. Woods, the Board approved the 2018 Annual Report as presented.
- On a motion made by Mr. Woods, seconded by Mrs. Roth, the Board approved the new Library logo as presented.
- On a motion made by Mrs. DiGiovanna, seconded by Mrs. Roth the Board tabled the Talk Show Program agenda item until the its next regularly scheduled meeting on April 30, 2019.

ITEMS FOR INFORMATION

- School and Library Budget Hearing – Wednesday, May 8 at 7:30pm School #6 Auditorium.
- School and Library Budget Vote – Tuesday, May 21 from 7am – 9pm.

OCEANSIDE LIBRARY FRIENDS UPDATE

- Mrs. Angela Iovino mentioned the Friends of Oceanside Library Founders Day Breakfast will take place at the Oceanside Jewish Center on Sunday, March 31.

TRUSTEE FORUM

- Board President, Dan Faust, thanked everyone who worked the day of Dr. Seuss. It was a great success for the Library and the community.

EXECUTIVE SESSION

- On a motion made Mr. Vulture, seconded by Mrs. Sullivan, the Board went into Executive Session at 6:35pm.
- On a motion made by Mrs. DiGiovanna, seconded by Mr. Vulture, the Board came out of Executive Session at 7:04pm.

ADDITIONAL MOTION

- On a motion made by Mrs. Roth, seconded by Mrs. DiGiovanna, the Board approved the salary adjustment for an employee as discussed in Executive Session provided the Budget passes.

ADJOURNMENT

- On a motion made by Mr. Vulture, seconded by Mrs. Sullivan, the Board adjourned at 7:06pm.

NEXT SCHEDULED MEETING

- Tuesday – April 30, 2019
6:30pm – General Meeting
Meeting Room 3
8pm – Association Meeting
Meeting Room 1

Respectfully submitted,
Vivian Monaco
Clerk of the Board