

**OCEANSIDE LIBRARY
MINUTES
SEPTEMBER 24, 2019
BOARD OF TRUSTEES MEETING**

Dan Faust, Board President, called the meeting to order at 5:30PM.

Present: Thomas Beirne, Janet Pearsall, Patricia Roth, Assistant Director for Community Services Tony Iovino, Director Chris Marra, and Board Attorney MaryJane McGrath

Absent: Mary DiGiovanna, Ellen Sullivan, and Richard Woods

Guest: Angela Iovino

Staff: Hannah Moore

MINUTES

- On a motion made by Mrs. Pearsall, seconded by Mrs. Roth, the Board approved the minutes of the August 27, 2019 meeting, as presented.

FINANCIALS

- On a motion made by Mrs. Roth, seconded by Mrs. Pearsall, the Board approved, subject to the auditor's review, the financial statement for August 2019.
- On a motion made by Mrs. Roth, seconded by Mr. Beirne, the Board approved, subject to the auditor's review, the September 2019 warrants.
- On a motion made by Mrs. Roth, seconded by Mr. Beirne, the Board approved, subject to the auditor's review, the October 1, 2019 warrants.

DIRECTOR'S REPORT

- Vision 2020 – We are in the process of holding Focus Groups at different times of the day to provide flexibility and opportunities for patrons to attend. These Focus Groups have been going well. We have been receiving positive feedback from Oceanside residents and staff. Additional Focus Groups will be held throughout the rest of this month and through the month of October.
- Information regarding Vision 2020 has gone out to over 9,400 patrons by Constant Contact eBlasts, social media and a press release was published in the Herald. Information on Vision 2020 will also be in our newsletter.
- The 2019 Nassau Library Summer Tour ended with over 20,000 visits to Nassau Libraries. A great turnout!
- September is “Get Your Library Card Month.” Patrons have been posting library card photos of where their card has traveled. On September 4th, I attended County Executive Laura Curran's Press Conference for National Library Card Sign-Up Month at Uniondale Public Library.
- Oceanside Library had representation at all of the “Back to School Night” events in our School District (Elementary Schools and OHS). The Library will have representation at the upcoming “Back to School Nights” at Oceanside Middle School and the Kindergarten Center.

Staff Training and Professional Development

- All staff has completed the Kantola/Sexual Harassment Training.
- September 3rd - Staff meeting Vision 2020 update. Missing child procedures during morning and evening sessions.

- September 4th – A surprise Fire Drill was held for staff prior to the building being open to the public. After this drill Members of OFD met with the staff and gave feedback and tips regarding this drill.
- September 5th – Department Head Meeting. The next Department Head Meeting is scheduled for Thursday, October 3rd.
- On September 9th – I attended the first Directors Retreat, sponsored by the Long Island Library Resources Council (LILRC) – tearing down the walls at the South Huntington Public Library, which was held for Directors from Nassau and Suffolk County Libraries. I participated in a discussion group on Managing Change. I am attending the PLD Meetings at SCLS.
- October 1st – Active Shooter Training with Don Longo is scheduled for the morning session and Annual Safety Training will be held in the evening. These sessions will be offered again in November to give all staff a chance to attend.
- Director's Manual/Back-up Training – on-going training
- I am attending the Library Administration HR Class
- Cross Training – Some Pages have expressed interest in learning Circulation Desk Duties. New Librarians working in Adult Services/Information and Children's Services.

Building

- The electricians were needed to repair the timer for the lighting in the back parking lot.

Additional Updates – Miscellaneous

- The 2019 Audit is complete.
- Working on grant proposals - Gertrude and Francis Levett Foundation and the Town Of Hempstead.
- Crosswalk Study Request.
- In closing, given the recent tragedy of an Oceanside High School student, the Library is looking to bring in programs to help people cope with public tragedies. Our condolences to the family and friends of this student.

OLD BUSINESS

- On a motion made by Mr. Beirne, seconded by Mrs. Pearsall, the Board confirmed the email poll for the September 11 warrants.

NEW BUSINESS

- Mr. Coster, our auditor, presented the financial statement. On a motion made by Mr. Beirne, seconded by Mrs. Roth, the Board approved the 2018/2019 Audit as presented
- On a motion made by Mr. Beirne, seconded by Mrs. Roth, the Board adopted the resolution in support of Fair Access to Digital Content.
- On a motion made by Mrs. Pearsall, seconded by Mr. Beirne, the Board approved the posting of the ALA petition to Facebook and via eBlast.

ITEMS FOR INFORMATION

- Mr. Iovino gave an update on Vision 2020. There have been five focus groups held so far. He is happy to report they have been very successful. Each group different, but very receptive. He also mentioned that patrons of all ages have been attending
- Mrs. Marra reported that a letter has been sent to County Executive, Laura Curran, requesting a study of the crosswalk by the library.

OCEANSIDE LIBRARY FRIENDS UPDATE

- None

TRUSTEE FORUM

- Mrs. Pearsall people are inquiring about the Library landscaping for the Vision 2020.
- Mr. Beirne mentioned how much he enjoys coming to the Children's programs with his daughter.

EXECUTIVE SESSION

- On a motion made by Mrs. Roth, seconded by Mrs. Pearsall, the Board went into Executive Session at 6:40PM.
- On a motion made by Mrs. Pearsall, seconded by Mrs. Roth, the Board came out of Executive Session at 6:55PM.

ADJOURNMENT

- On a motion made by Mrs. Pearsall, seconded by Mr. Beirne, the Board adjourned at 7PM.

NEXT SCHEDULED MEETING

- Tuesday – October 29
5:30PM – General Meeting
Meeting Room 2

Respectfully submitted,

Vivian Monaco
Clerk of the Board