

**DRAFT
OCEANSIDE LIBRARY
MINUTES
NOVEMBER 24, 2020
BOARD OF TRUSTEES MEETING**

Dan Faust, Board President, called the meeting to order at 5:32PM.

Present: Tommy Beirne, Janet Pearsall, Patricia Roth, Ellen Sullivan, Richard Woods, Director
Chris Marra, Assistant Director Tony Iovino and Board Attorney MaryJane McGrath

Guest: Paul O'Rourke

Staff: Michael Ambrosio, Carla Gutman, and Debbie Keehner

MINUTES

- On a motion made by Mrs. Sullivan, seconded by Mrs. Pearsall, the Board approved the October 27, 2020 minutes.

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 October 2020.
- On a motion made by Mrs. Roth, seconded by Mr. Woods, the Board approved, subject to the auditor's review, the November 2020 warrants.
- On a motion made by Mrs. Roth, seconded by Mr. Woods, the Board approved, subject to the auditor's review, the December 1, 2020 warrants.

OLD BUSINESS.

- On a motion made by Mrs. Roth, seconded by Mrs. Pearsall, the Board confirmed the email poll from SavMor for repair to AC-3 located in the front section of the Library Second Level.

NEW BUSINESS

- On a motion made by Mrs. Roth, seconded by Mr. Woods, the Board approved the proposal from When I Work.
- On a motion made by Mrs. Pearsall, seconded by Mrs. Sullivan, the Board approved the Database Renewal for January 2021.
- On a motion made by Mrs. Pearsall, seconded by Mrs. Roth, the Board approved to proceed forward with E.W. Howell, subject to the presentation of a formal contract, with polling of the Board and authorizing Mr. Faust or Mrs. Marra to sign.

ITEMS FOR DISCUSSION

- None

VISION 2020

- Mrs. Marra updated the Board regarding a meeting that was held this past week with the Architects, Interior Designers, and Department Heads. Department Heads are giving their input and ideas.
- Mr. Iovino added that each Department Head is working on providing information regarding their workflow and office set-up.
- Chief Financial Administrative Assistant, Mrs. Gutman, is working on setting up accounts.

DIRECTORS REPORT

- Report was submitted to the Board. Mrs. Pearsall had a question regarding Hotspots which Mrs. Marra answered.

ASSISTANT DIRECTORS REPORT

- Report was submitted with no questions by the Board.

OCEANSIDE LIBRARY FRIENDS UPDATE

- Membership drive for 2021 has begun.
- The Friends of the Oceanside Library store is up on Red Bubble.
- The Friends are launching a new raffle.

TRUSTEE FORUM

- Mrs. Marra thanked the Board for giving her and staff members the opportunity to attend the NYLA Annual Conference and for always supporting their professional development and continuing education.
- Mrs. Pearsall and Mr. Woods shared compliments given by patrons regarding library services.

EXECUTIVE SESSION FOR PERSONNEL ISSUES

- On a motion made by Mrs. Pearsall, seconded by Mrs. Roth, the Board went into Executive Session at 6:01PM.
- On a motion made by Mrs. Sullivan, seconded by Mrs. Roth, the Board came out of Executive Session at 6:38PM.

ADDITIONAL MOTION

- The Board issued a directive to move forward with the closing on the properties.

ADJOURNMENT

- On motion made by Mrs. Pearsall, seconded by Mrs. Roth, the Board adjourned at 6:39PM.

NEXT SCHEDULED MEETING

- Tuesday – January 26, 2021
5:30PM – General Meeting
Meeting Room 1

Respectfully submitted,

Vivian Monaco