The regular meeting of the Board of Trustees of the Bellmore Memorial Library was called to order on April 16, 2019 at 7:20 p.m.

Members present were Peter Pagones, Robert Paz, Emily Schreiber and Wendy Forgash. Board President Roberta Newman was absent with prior notice. Also present at the meeting were Director Elaine Cummings-Young and Secretary to the Board Marie Simoneschi.

Board Secretary Robert Paz advised the Board that he sent out sympathy cards on their behalf to Tom Lanigan and Phil Lanigan whose mother had recently passed. A gift card was also sent from the Staff and Board of Trustees. Emily Schreiber also sent a donation to the Alzheimer’s Fund in Mrs. Lanigan’s memory.

The Minutes of the March 2019 meeting were approved on a motion by Peter Pagones that was seconded by Emily Schreiber. The motion passed unanimously.

Robert Paz made a motion to accept the Financial Report for March 2019. The motion was seconded by Peter Pagones and passed unanimously.

Bills totaling $92,809.00 for the month of March were approved on a motion made by Emily Schreiber. The motion was seconded by Robert Paz and passed unanimously.

Payroll for the period ending 3/21/19 was $58,560.25.
Payroll for the period ending 4/4/19 was $60,437.51.

The Director’s Report was read and acknowledged.

The Children’s room staff has scheduled school visits to the Library from May 29th through June 11th for students in Kindergarten through 5th grade. The Children’s room staff will be setting up Scavenger Hunts for the students as well as Story Times.

The library has started lending a telescope. Two programs were held introducing our patrons to the telescope and the night sky.

Old Business

A NLS Library vote passed to allow libraries with prior approval to attach Radio Frequency Identification tags (RFID) to other libraries’ material. The tags are beneficial for libraries with self-checkout.
Peter Pagones made a motion to start each Board Meeting with the Pledge of Allegiance. The motion was seconded by Robert Paz and passed unanimously. The library will be purchasing a new flag and stand for the Meeting Room.

New Business

Robert Paz made a motion to appoint Laura Willis to Typist Clerk effective 4/22/19 with an annual salary of $33,150.00. Peter Pagones seconded the motion which passed unanimously.

There was a discussion regarding security in the library. The Director relayed the concerns of the library staff, including specific incidents that have raised these concerns. The Board asked to extend an invitation for the staff to come to a Board Meeting and discuss their concerns directly with the Board. The Director will extend the invitation as well as begin investigating the procedure and cost of hiring security for the library.

A motion was made by Emily Schreiber to amend section 5-A Resignation of the staff manual effective 7/1/19 as follows:

Full-time employees are required to give four weeks notice prior to the last day of work. All others are required to give a two-week notice. Supervisory and administrative staff members shall give four weeks notice prior to the last day of work. Vacation, sick, and personal time cannot be taken during the notice period. All employees must have worked a minimum of one year in order to receive payment of any unused vacation time earned to date. The motion was seconded by Peter Pagones and passed unanimously.

At 8:45 p.m. Robert Paz made a motion to enter Executive Session to discuss personnel matters. The motion was seconded by Peter Pagones.

At 8:59 p.m. Emily Schreiber made a motion to exit Executive Session. Robert Paz seconded the motion.

At 9 p.m. Peter Pagones made a motion to end the meeting. Robert Paz seconded the motion.

The Annual Budget/Trustee Vote is April 30, 2019 from 1-8 p.m.

The next Board Meeting is May 21st at 7:00 p.m.

Respectfully submitted,

Marie Simoneschi
Secretary to the Board of Trustees