The regular meeting of the Board of Trustees of the Bellmore Memorial Library was called to order on June 11, 2019 at 7:10 p.m.

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

The meeting opened with the Pledge of Allegiance.

Peter Pagones made a motion to revise and approve the Minutes of the May 2019 meeting. The motion was seconded by Emily Schreiber and passed unanimously.

Wendy Forgash made a motion to accept the Financial Report for May 2019. The motion was seconded by Peter Pagones and passed unanimously.

Bills for the month of May 2019 were approved on a motion by Robert Paz, which was seconded by Wendy Forgash. The motion passed unanimously.

Payroll for the period ending 5/16/19 was $63,872.00.
Payroll for the period ending 5/30/19 was $57,070.13.

The Director’s Report was read, discussed and acknowledged.

Old Business:

The topic of security services in the library was tabled to a future meeting.

Sick Leave Policy
A motion was made by Emily Schreiber to approve the revised Sick Leave Policy. The motion was seconded by Peter Pagones and passed unanimously.

Full-time employees earn one day’s sick leave per month of active service. Those days not used in any year may accrue to a limit of 120 accrued sick leave days. Employees that work 19 or more hours a week but less than 37.5 hours a week earn sick leave on a pro-rated basis of one fifth of their normally scheduled work week per month of service with a pro-rated limit of 120 accrued sick leave days. Part-time employees who work 12 to 18 hours a week and employees who work less than 12 hours a week do not accrue sick leave.
Upon resignation or retirement with at least ten years of full-time service at the Bellmore Memorial Library, eligible employees may be compensated for up to 30 days of unused sick leave. In addition, eligible retiring employees may have the option to use their unused sick leave in conjunction with benefits offered by section 41J of the New York State and Local Retirement System.

The Board discussed and approved the New York State Local Retirement System Section 41(j) for eligible employees. The following motion was made by Emily Schreiber. The motion was seconded by Robert Paz and passed unanimously.

BE IT RESOLVED that the Board of the Bellmore Memorial Library does hereby elect to provide the pension benefit of Section 41(j) of the Retirement and Social Security Law, as presently or hereafter amended. BE IT FURTHER RESOLVED that the effective date of such shall be 1st day of July 2019.

New Business:

Wendy Forgash made a motion to approve the Professional Development and Conference Attendance Policy. The motion was seconded by Emily Schreiber and passed unanimously.

Professional Development and Conference Attendance
Staff members are encouraged, both for their own development and for the benefit of the library, to attend workshops, seminars and conferences. Library time may be granted for attendance at these events. Attendance on library time is dependent on the library’s schedule and the director’s approval.

A.) Local workshops and seminars
   a. Staff members shall discuss coverage of their work schedule with their direct supervisor prior to seeking approval from the director.
   b. Events must be pertinent to the library.
   c. Registration fees must be approved by the director.
   d. It is expected that staff members who attend any professional development event will share the information covered with their colleagues.

B.) All day conferences
   a. Staff members shall discuss coverage of their work schedule with their direct supervisor prior to seeking approval from the director.
   b. Events must be pertinent to the library.
   c. Registration fees must be approved by the director.
   d. Following approval and attendance, attendees shall submit registration materials and/or credentials as proof of attendance.
e. Each conference attendee shall submit a brief report to the director including the workshops/panels attended and the value of the particular conference.

C.) Multi-day conferences
   a. Staff members shall discuss coverage of their work schedule with their direct supervisor prior to seeking approval from the director.
   b. Events must be pertinent to the library.
   c. Registration fees must be approved by the director.
   d. Transportation and accommodation expenses must be approved by the director. These may be purchased with the library’s credit card or reimbursed to the attendee.
   e. If meals are not included in the conference, meal expenses are reimbursable up to $60 a day. Alcoholic beverages are not reimbursable.
   f. All expenses must be submitted with an itemized receipt whether purchased with the library’s credit card or reimbursed to the attendee.
   g. Following approval and attendance, attendees shall submit registration materials and/or credentials as proof of attendance.
   h. Each conference attendee shall submit a brief report to the director including the workshops/panels attended and the value of the particular conference.

Roberta Newman made a motion to enter Executive Session at 8:46 p.m. to discuss personnel and compensation for 2019-2020. The motion was seconded by Robert Paz. The meeting reconvened at 8:55 p.m. on a motion by Emily Schreiber and seconded by Wendy Forgash.

Based on the approval given by the Bellmore Memorial Library Staff Association the recognition clause of the Bellmore Memorial Library Staff Association’s Bargaining Unit was revised.

Wendy Forgash made a motion to approve the revised Bellmore Memorial Library Staff Association’s Bargaining Unit effective July 1, 2019. The motion was seconded by Peter Pagones and passed unanimously.

The Board of Trustees of the Bellmore Memorial Library hereby recognizes the Bellmore Memorial Library Staff Association as the exclusive bargaining agency for all employees of the Bellmore Memorial Library except the Administrative staff which includes Library Director, Principal Clerk, and Senior Account Clerk; also excluded are part-time Library Pages. This resolution is conditioned upon the Bellmore Memorial Library Staff Association presenting to the Board of Trustees of the Bellmore Memorial Library its affirmation that it does not assert the right to strike against any municipal entity, nor to assist or participate in such a strike.
MEMBERSHIP is not required of eligible employees as a condition of employment.

A motion was made by Peter Pagones to approve a 2.5% increase for part-time Pages, Senior Account Clerk, Marie Simoneschi and Principal Clerk, Susan Hecker for the 2019-2020 contract year. The motion was seconded by Robert Paz and passed unanimously.
The next Board meeting will be held on July 16, 2019 at 7:00 p.m.

Peter Pagones made a motion to adjourn at 9:05 p.m. The motion was seconded by Robert Paz and passed unanimously.

Respectfully submitted,

Marie Simoneschi
Secretary to the Board of Trustees