Bellmore Memorial Library
Board of Trustees
Board Minutes of April 16, 2024

The Regular Meeting of the Board of Trustees of the Bellmore Memorial Library was called to order on April 16, 2024 at 6:40 pm.

Attendance:
Roberta Newman, Board President
Mary Stephenson, Vice President
Peter Pagones, Trustee
Emily Schreiber, Trustee
Edward Osokowich, Trustee
Elaine Cummings-Young, Director
William DeWitt, Library Attorney
Karel Bott, Patron
Susan Hecker, acting as Secretary to the Board of Trustees

The meeting opened with the Pledge of Allegiance.

Mary Stephenson made a motion seconded by Peter Pagones to enter Executive Session at 6:42pm, with the Library’s Attorney, William DeWitt, for legal advice.

Mary Stephenson made a motion seconded by Emily Schreiber to exit Executive Session at 6:58pm.

After discussion, a motion was made by Trustee Osokowich, seconded by Trustee Schreiber and unanimously approved, to allow Graham Restoration Co., Inc., to withdraw the bid it submitted for the Bellmore Memorial Library Window Replacement Project, Project No. BMLB 2301, noting that no money was paid to Graham Restoration nor are there any fees associated with accepting the bid withdrawal.

RESOLUTION:

WHEREAS, the Board of Trustees has reviewed the April 15, 2024 letter from Graham Restoration Co., Inc., requesting withdrawal of the bid it submitted for the Bellmore Memorial Library Window Replacement Project, Project No. BMLB 2301.

WHEREAS, the District’s engineering and architect firm, H2M architects + engineers, recommends the Library approve the request.

WHEREAS, the Library’s attorney, Bee Ready Law Group, has advised that the District may allow the withdrawal and recommends the Library approve the request.
NOW THEREFORE BE IT RESOLVED that the Library approves the request from Graham Restoration Co., Inc., to withdraw the bid it submitted for the Bellmore Memorial Library Window Replacement Project, Project No. BMLB 2301 and for the the return of any and all bid bonds, performance bonds, payment bonds and the cancellation of all contracts between the Library and Graham Restoration Co., Inc.

Communications

The Library received a $250.00 donation from the Long Island Corvette Owners Association.

The Library received a $40,000.00 discretionary grant-in aid from Assemblyman McDonough.

Mary Stephenson made a motion to approve the Minutes of the March 2024 meeting. Edward Osokowich seconded the motion that passed unanimously.

After Board review, Peter Pagones made a motion to accept the March 2024 Financial Report. Edward Osokowich seconded the motion that passed unanimously.

Bills for April, 2024 were approved on a motion by Edward Osokowich. Emily Schreiber seconded the motion that passed unanimously.

Payroll for the period ending 3/14/24 is $65,106.58.
Payroll for the period ending 3/28/24 is $63,313.34.

Library Statistics were reviewed.

The Director's Report was read and acknowledged. There was a discussion regarding the annual PLA conference which was attended by the Director and another staff member.

New Business:

Peter Pagones made a motion that $40,000.00 discretionary grant-in aid received from Assemblyman McDonough be deposited into the Library's general fund for further determination as to its best use. Edward Osokowich seconded the motion that passed unanimously.

Emily Schreiber made a motion to approve the Collection Acquisitions & Management Project. Edward Osokowich seconded the motion that passed unanimously.

Edward Osokowich made a motion to approve the application of funds via NY State Construction Aid program to upgrade and replace lighting fixtures and electrical systems in the Reading and Group Study rooms and replace interior windows. Mary Stephenson seconded the motion that passed unanimously.
Edward Osokowich made a motion to approve ACL Construction Corp.'s construction estimate for the Electrical Upgrade and Window Replacement in the amount of $180,840. Mary Stephenson seconded the motion that passed unanimously.

Edward Osokowich made a motion to approve the State Environmental Quality Review Act (SEQRA) Resolution to upgrade and replace the lighting fixtures and electrical systems in the Reading and Group Study rooms and replace interior windows. Mary Stephenson seconded the motion that passed unanimously.

The Board reviewed samples for the renovation of the Reading Room.

Mary Stephenson made a motion to enter Executive Session at 7:48pm to discuss personnel. Edward Osokowich seconded the motion that passed unanimously.

Peter Pagones made a motion to exit Executive Session at 8:17pm, seconded by Edward Osokowich.

Peter Pagones made a motion to accept the Family Medical Leave Act (FMLA) application of a particular staff member subject to annual review. Edward Osokowich seconded the motion that passed unanimously.

The next Board Meeting will be held on May 21, 2024 at 7 pm.

At 8:24 pm Emily Schreiber made a motion to adjourn. Peter Pagones seconded the motion that passed unanimously.

Respectfully submitted,

Susan Hecker
Acting as Secretary to the Board of Trustees
RESOLUTION

At a duly held meeting of the Board of Trustees of the Bellmore Memorial Library on April 16, 2024 the following resolution to upgrade and replace lighting fixtures and electrical systems in the Reading and Group Study rooms and replace interior windows was approved as moved by Ed Oskewich and seconded by Mary Stephenson.

WHEREAS, the Bellmore Memorial Library is hereby designated as a "lead agency" under the State Environmental Quality Review Act (SEQRA), pursuant to the New York State Education Department guidelines dated August 2001; and

BE IT RESOLVED, that upon the recommendation of the Library’s architect, the Library Board of Trustees hereby determines that the above-referenced projects are actions subject to the SEQRA; and

BE IT FURTHER RESOLVED, that upon the recommendation of the Library’s architect the Library’s Board of Trustees hereby determines that the above-referenced capital improvement projects are renovation and improvement projects listed under the SEQRA regulations as Type II actions, which, by definition, do not have a significant impact on the environment; and

BE IT FURTHER RESOLVED, that the Library Board of Trustees directs the Director to forward a certified copy of this resolution to the New York State Education Department.

State of New York  )
SS:

County of Nassau  )

I certify that the above is a true, correct and complete copy of the original resolution of the Board of Trustees of the Bellmore Memorial Library.

In witness whereof, I hereto set my hand and official seal.

Date    2-16-24  

Notary Public

MARIE SIMONESCHI
Notary Public, State of New York  
No. 01163901145
Qualified in Nassau County  
Commission Expires April 14, 2026