

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING**
Wednesday, May 25, 2022,
7:00pm

MINUTES

Present: Dorothy Weissgerber, Vice President
William Celona, Secretary
Justin Belkin, Trustee

Richard Rapecis, Library Director
Susan Zapata, Business Manager
Mike Gonzalez, Trustee Elect
Anne Lotito-Schuh, Library Media Specialist, Robert Frost Middle School
Barbara Liquorie, Library Media Specialist, Deer Park High School
Robert Liquorie

Absent John Gagliano, President

CALL TO ORDER

Dorothy Weissgerber called the meeting to order at 7:05pm, and led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES

On motion of William Celona, 2nd by Justin Belkin the Board approved the minutes of the meetings March 2, 2022.

FINANCIAL MATTERS

On motion of Justin Belkin, 2nd by William Celona the Board approved the current bills and Treasurer's Report for March and April 2022.

BUSINESS MATTERS

Anne Lotito Schuh, Library Media Specialist, Robert Frost Middle School offered a presentation regarding Overdrive's Public Library Connect program.

On motion of William Celona, 2nd by Justin Belkin the Board approved the hiring of Johanna Canadas as part time Reference Librarian.

On motion of Justin Belkin, 2nd by William Celona the Board approved the hiring of Anthony Amado as part time Security Guard.

On motion of William Celona, 2nd by Justin Belkin the Board approved proposal by A.R. Kropp Co. for new tables in the children's department.

On motion of Justin Belkin, 2nd by William Celona the Board approved the agreement with Bldessari & Coster, LLP, CPAs

On motion of Justin Belkin, 2nd by William Celona the Board approved the agreement with Volz & Vigliotta, Attorneys

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The Board requested references with regard to proposed vendors for sealing and striping the parking lot.

The Board requested that staff members be solicited to obtain licensing as a notary public.

The Board discussed staff background checks prior to hiring employees.

The Board was advised that Searles Garphics had been engaged to design and print the May – June newsletter and the library would be going forward with the company to print the newsletters.

The Board was advised that the fence around the parking lot is beginning to collapse and consideration will need to be given to replacement. Replacing with same kind and quality will likely be best.

Monthly department library usage statistics were presented.

**PERSONNEL
MATTERS**

The Board was advised that a candidate for part time librarian in the children’s department declined the appointment. Search continues for a candidate.

Canvassing for a full time Reference Librarian to fill recent vacancy is in process.

The Board discussed open positions in the Circulation Department and agreed to canvass for a full time Library Clerk.

The Board discussed difficulties in obtaining a candidate for a clerk in the Business Office and agreed to a search for someone to work part time at a salary of \$25.00 per hour.

The vacant Assistant Director position was noted.

**NOTED AS
OPEN ITEMS**

Overdrive’s Public Library Connect program.

The Board is to be provided with quarterly statistics

Sealing and striping the parking lot

Canvassing for Assistant Director

**Executive
Session**

The Board entered executive session to discuss proposed Administrative employment agreements.

**DATE OF NEXT
MEETING**

The next monthly Board meeting will be held on Wednesday, June 22, 2022 at 7:00pm.

**MEETING
ADJOURNMENT**

Adjourned 9:50 pm

Respectfully submitted,

Rich Rapecis