**DEER PARK PUBLIC LIBRARY BOARD OF TRUSTEES**

**ANNUAL REORGANIZATION MEETING AND REGULAR MEETING**

**July26, 2023 7:00 p.m.**

1. Call to order.
2. Public Expression – limited to five (5) minutes per speaker
3. Executive Session: Administrative employment agreements
4. \*Nomination and Election of Trustee Officers
5. Annual Re-organizational Business.
6. **\***The following items must be reaffirmed for 2023-2024
	1. Meeting time and calendar of monthly Board of Trustees meetings, fourth Wednesday of each month 7:00 p.m., unless change is required due to lack of quorum, weather, etc. Note: Date and time to be arranged for August and December meetings held for purpose of approval of bills
	2. Review and approval of Conflict of Interest Policy. Completed forms to be submitted by Trustees, Treasurer and Director
	3. Review and approval of Investment Policy
	4. Review and approval of Whistleblower Policy
	5. Official newspapers designated to carry legal notices are *Babylon Beacon,* and *Long Island Business News*
	6. Board of Trustees designates the library official to certify the staff payroll to be the Library Director.
	7. Continuation of bank accounts at 1st National Bank of Long Island
	8. The designated Treasurer shall remain Maria Antonelli, at a monthly stipend of $300
	9. Designation of authority for investment of library funds to be the Library Director.
	10. BOCES Employment Assistance Program to be renewed, annual cost to be approximately $1,800
	11. Approval of holiday closings
	12. Approval of budget for 2023 - 2024
7. **\***The following independent professionals to be retained for 2023-2024
	1. EPIC Brokers insurance brokerage
	2. Custom Computer Specialists as the information technology consultants
	3. Searles Graphics as printing firm for the Library newsletter and

other publications.

* 1. Law Offices of Thomas M. Volz, PLLC as Library Counsel (approved at the June 28, 2023 meeting)
1. Unapproved minutes

\*Approval of minutes of meeting of June 28, 2023

1. Financial Report
	1. \* Approval of Treasurer’s Report
	2. \* Approval of bills
2. \* Approval of Tax and Borrowing Letter to the Deer Park Union Free School District
3. \*Approval to hire Ruth Evans as part time Seucurity Guard
4. \*Approval to engage BBS with regard to 76 East 5th Street property
5. Discussion regarding telephone service/s
6. Review of (Business Office) Library Clerk contract
7. Selected Statistics
8. Incident Reports
9. Correspondence
10. Other Business
11. Next Board Meeting to be determined
12. Adjournment