

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING**
Wednesday, February 28, 2024, 7:00pm

MINUTES

Present: Justin Belkin, President
John Gagliano, Vice President
Mike Gonzalez, Secretary (arrived 8:00pm)
Anne Cognato, Trustee

Richard Rapecis, Library Director
Susan Zapata, Business Manager

James Hahn, Community Member
Barbara Liquorie, Community Member
Bob Liquorie, Community Member

CALL TO ORDER

Justin Belkin called the meeting to order at 7:01pm, and led those present in the Pledge of Allegiance.

**PUBLIC
EXPRESSION**

Bob Liquorie inquired as to recent building renovations.

**APPROVAL OF
MINUTES**

Upon a motion by Anne Cognato, seconded by John Gagliano, the Board approved the minutes of the meeting of January 24, 2024.

**FINANCIAL
MATTERS**

Upon a motion by John Gagliano, seconded by Anne Cognato, the Board approved the current bills and Treasurer's Report.

**BUSINESS
MATTERS**

Upon a motion by Anne Cognato, seconded by John Gagliano, the Board approved the Annual Report of Association and Public Libraries for 2023.

The Director and Board discussed the library's phone system and its contract with Spectrotel.

The Director and Board discussed the upcoming contract renewal for Custom Computer Specialists.

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved Park East Construction for construction management services for the demolition of the house at 75 East 5th Street at a cost of \$23,125.

**PERSONNEL
MATTERS**

The Board tabled hiring two (2) part-time Guards.

The Director and Board discussed the resignation of a Librarian I and the need to fill the position.

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The Business Manager and Board discussed the continued search for an Account Clerk.

The work of a newly-hired part-time custodian was discussed.

**BUILDING
MATTERS**

The Director provided updates regarding an ongoing HVAC and roof replacement project. The Director indicated most work has been completed and punch list items are being addressed.

The Director and Board discussed the status of estimates regarding interior painting and flooring. Justin Belkin indicated he would contact BBS to follow up regarding same.

The Director and Board discussed recent library plumbing and cesspool issues and the resolution of same.

John Gagliano discussed moving the library's water heater.

The Director discussed the need for a safety fence around the newly installed HVAC unit on the building's roof.

OTHER BUSINESS

Department library usage statistics were presented.

John Gagliano discussed his interest in attending the 2024 ALA annual conference in June 2024.

The Business Manager discussed her upcoming attendance at the 2024 PLA annual conference in April 2024.

**DATE OF NEXT
MEETING**

The Board agreed to Wednesday, March 27, 2024 at 7:00pm for the next monthly Board meeting.

**MEETING
ADJOURNMENT**

Upon a motion by Anne Cognato, seconded by John Gagliano, the meeting was adjourned at 8:21pm.

Respectfully submitted,

Susan Zapata
Business Manager