

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING**
Wednesday, June 26, 2024, 7:00pm

MINUTES

Present: Justin Belkin, President
John Gagliano, Vice President
Mike Gonzalez, Secretary
Anne Cognato, Trustee
Susan Gaskin, Trustee

Richard Rapecis, Library Director
Susan Zapata, Business Manager

Thomas M. Volz, Esq., Volz & Vigliotta, PLLC

Jackie Ruggiero, BBS Architects & Engineers
Kevin Walsh, AIA, BBS Architects & Engineers

CALL TO ORDER

Justin Belkin called the meeting to order at 7:00pm

**EXECUTIVE
SESSION**

The Board entered into Executive Session at 7:00pm.

The Board exited Executive Session at 8:45pm.

**PRESENTATION /
DISCUSSION**

Ms. Ruggiero and Mr. Walsh presented possibilities regarding renovation and expansion of the library building.

**APPROVAL OF
MINUTES**

Upon a motion by Anne Cognato, seconded by Susan Gaskin, the Board approved the minutes of the meeting of May 23, 2024.

**FINANCIAL
MATTERS**

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved the current bills and Treasurer's Reports.

**PERSONNEL
MATTERS**

Upon a motion by Mike Gonzalez. Seconded by Anne Cognato, the Board approved hiring Ashley Ronquillo, Library Trainee, Children's Department on a part time basis.

Upon a motion by Mike Gonzalez. Seconded by Anne Cognato, the Board Approved search for a Library Clerk in Circulation Department to fill vacancy occasioned by Ashley Ronquillo engagement as a librarian.

**BUSINESS
MATTERS**

Upon a motion by Anne Cognato, seconded by Susan Gaskin, the Board approved retainer agreement with Volz & Vigliotta, PLLC.

Upon a motion by John Gagliano, Seconded by Anne Cognato, the Board Approved Sav-Mor Mechanical Services, Inc. Maintenance Agreement.

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**BUSINESS
MATTERS**

The Board agreed to not pursue a change order with Preferred Construction with respect to carpeting the Children’s Room and requested that the contract with preferred be closed out.

**BUILDING
MATTERS**

The Director provided updates regarding an ongoing HVAC and roof replacement project. A safety fence along one side of the Rooftop Unit (RTU” and platform at the RTU is yet to be done. All other work appears to have been completed.

OTHER BUSINESS

Department library usage statistics were presented.

Approval of proposed budget for the year 2024 – 2025 was tabled until next meeting.

**DATE OF NEXT
MEETING**

The Board agreed to Wednesday, July 24, 2024 at 7:00pm for the next monthly Board meeting.

**MEETING
ADJOURNMENT**

Susan Zapata and Richard Rapecis left the meeting at approximately 10:00pm. The meeting was subsequently adjourned.

Respectfully submitted,
Richard Rapecis