

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING**
Tuesday, October 8, 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

Joshua Shteierman, Esq., Volz & Vigliotta, PLLC

CALL TO ORDER

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

**EXECUTIVE
SESSION**

Upon a motion by Anne Cognato, seconded by John Gagliano, the Board entered Executive Session at 7:06pm.

Upon a motion by John Gagliano, seconded by Anne Cognato, the Board exited Executive Session at 8:42pm.

**APPROVAL OF
MINUTES**

Upon a motion by John Gagliano, seconded by Anne Cognato, the Board approved the minutes of the meeting of August 21, 2024.

**FINANCIAL
MATTERS**

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

**PERSONNEL
MATTERS**

Upon a motion by Mike Gonzalez, seconded by John Gagliano, the Board approved the hire of Ashley Savoy and Jamie Cooke as part time Library Clerks.

Upon a motion by Mike Gonzalez, seconded by John Gagliano, the Board approved the hire of Taylor M. Mankowski as a full time Librarian I for the Adult Reference Department.

Upon a motion by John Gagliano, seconded by Anne Cognato, the Board approved the hire of Laura Harper as a part time Librarian I for the Children's Services Department.

The Board accepted the resignation letter of Robert McGrory, part time Librarian I for the Children's Services Department. Pending Suffolk County Civil Service approval, Mr. McGrory requested to stay on as a call-in librarian for the Children's Department.

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**BUSINESS
MATTERS**

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved the purchase of drapes for the Community Room from Star Draperies, Inc. at a cost of \$4,840.

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved the purchase of increased bandwidth to 300mb for a network serving patrons, at an annual cost of \$2,460.

The Board approved Custom Computer Specialists proposal for increased cyber security.

The Director discussed the recent installation of new photocopiers for staff and patrons.

The Director discussed timelines regarding newsletter notification of work at the 75 East 5th Street property.

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved the discontinuance of imprinted pictures of card holders on library cards.

The Director discussed a rooftop unit safety fence and platform.

The Director updated the Board concerning program registration software, indicating the consideration of staff evaluation.

The Director discussed closeout steps regarding the library's recently completed HVAC project, including final payments to Statewide Roofing and Preferred Construction.

The Director discussed electrical estimates for the back and upstairs areas of the library.

The Director and Board discussed the use of Vega for the library's website. Board President Justin Belkin requested the immediate launch of same.

OTHER BUSINESS

Department library usage statistics were presented.

**EXECUTIVE
SESSION**

The Board again entered Executive Session at 9:47pm.

The Board exited Executive Session at 10:15pm.

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**DATE OF NEXT
MEETING**

The Board agreed to Wednesday, October 23, 2024 at 7pm for the next monthly Board meeting.

**MEETING
ADJOURNMENT**

The meeting adjourned at 10:20pm.

Respectfully submitted,

Susan Zapata
Business Manager