

**DEER PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONTHLY BOARD MEETING**  
Wednesday, February 26, 2025, 7:00pm

**MINUTES**

Present: Justin Belkin, President  
John Gagliano, Vice President  
Susan Gaskin, Trustee

Michael Buono, Library Director  
Susan Zapata, Business Manager

Jennifer Angulo, student observer  
Johanna Canadas, student observer  
Michele Nevola, student observer

Excused: Anne Cognato, Trustee  
Mike Gonzalez, Secretary

**CALL TO ORDER**

Justin Belkin called the meeting to order at 7:08pm, and led those present in the Pledge of Allegiance.

**EXECUTIVE  
SESSION**

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board entered Executive Session at 7:10pm to discuss personnel matters.

Upon a motion by Susan Gaskin, seconded by John Gagliano, the Board exited Executive Session at 7:34pm.

**APPROVAL OF  
MINUTES**

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved the minutes of the meeting of January 22, 2025.

**FINANCIAL  
MATTERS**

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

**PERSONNEL  
MATTERS**

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved a Personnel Report.

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved adding the discussion of an Account Clerk position to the agenda.

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved canvassing for an Account Clerk position at a salary of \$52,000.

**INCIDENT  
REPORTS**

Incident reports concerning the Children's Department and library banking were reviewed.

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**DIRECTOR AND  
BUSINESS  
MANAGER'S  
REPORT**

The Library Director provided an update regarding the library's technology systems, including servers and switches. Vendor proposals were discussed. The Board approved a proposal at a cost of approximately \$65,000.

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved a new ACH account related to transactions for Vega and Square.

The Library Director provided New York State annual report statistics to the Board.

Fencing around the rooftop HVAC unit was discussed. Final project punch lists and warranties related to recent construction projects were discussed.

The safety of the cleared lot adjacent to the library was addressed.

The Library Director's attendance at a community meeting, as well as New York Library Advocacy Day were discussed.

**OTHER BUSINESS**

Department library usage statistics were presented.

The library's website was discussed.

The Board discussed computer usage in the Children's Department.

**DATE OF NEXT  
MEETING**

The Board agreed to Wednesday, March 23, 2025 at 7pm for the next monthly Board meeting.

**ADJOURNMENT**

Upon a motion by Susan Gaskin, seconded by John Gagliano, the meeting adjourned at 9:06pm.

Respectfully submitted,

Susan Zapata  
Business Manager