

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING**
Wednesday, May 28, 2025, 7:00pm

MINUTES

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

Michael Buono, Library Director
Susan Zapata, Business Manager

Excused: John Gagliano, Vice President

CALL TO ORDER

Justin Belkin called the meeting to order at 7:10pm, and led those present in the Pledge of Allegiance.

**EXECUTIVE
SESSION**

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board entered Executive Session at 7:12pm to discuss personnel matters.

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board exited Executive Session at 7:28pm.

**APPROVAL OF
MINUTES**

Upon a motion by Mike Gonzalez, seconded by Anne Cognato, the Board approved the minutes of the meeting of April 23, 2025.

**FINANCIAL
MATTERS**

Upon a motion by Susan Gaskin, seconded by Anne Cognato, the Board approved the current bills and Treasurer's Report, as well as the transfer of up to \$100,000 from the library's Technology Fund for a recent switch and network upgrade project.

A 2024-2025 fiscal year audit by Baldessari & Coster, LLP was discussed.

**PERSONNEL
MATTERS**

The Board approved a Personnel Report.

**BUILDING
MATTERS**

A HVAC safety project was discussed.

The Director updated the Board regarding Phase 2 of an IT/server upgrade project.

A timeline regarding a proposed building and facility expansion was discussed.

The use of a consultant regarding library space was discussed. Justin Belkin suggested analytics for spacing be considered.

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OTHER BUSINESS

Monthly statistics were presented to the Board. The export of same from Vega was discussed.

Shredders and recycling stations for patron use were discussed.

The Board encouraged the acquisition of new museum passes.

The Board discussed analysis of the library's collections. The Director explained how this is achieved through Collection IQ by Innovative.

Correspondence and incident reports were presented to the Board.

A 2025-2026 holiday and Sunday hours schedule was discussed.

A Board training/retreat was discussed. Justin Belkin suggested programming, technology and a vision statement be considered. The Director requested June and July dates for same be provided to Kevin Verbesey of SCLS.

An employee's pending retirement was discussed.

DATE OF NEXT MEETING

The Board agreed to Wednesday, June 25, 2025 at 7pm for the next monthly Board meeting.

ADJOURNMENT

Upon a motion by Anne Cognato, seconded by Susan Gaskin, the meeting adjourned at 9:22pm.

Respectfully submitted,

Susan Zapata
Business Manager