

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING**
Wednesday, September 24, 2025, 7:00pm

MINUTES

IN ATTENDANCE

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

Michael Buono, Library Director
Susan Zapata, Business Manager
Joanne Krapf, Account Clerk

Joseph Rettig, BBS Architects, Landscape Architects and Engineers
Kevin Walsh, BBS Architects, Landscape Architects and Engineers

Kathy Tarzi, Community Member

EXCUSED

John Gagliano, Vice President

CALL TO ORDER

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

PUBLIC EXPRESSION

Kathy Tarzi expressed her appreciation and provided positive feedback regarding help she received locating and reserving materials and navigating the library's website.

APPROVAL OF MINUTES

Upon a motion by Mike Gonzalez, seconded by Anne Cognato, the Board approved the minutes of the meeting of August 27, 2025.

BUILDING MATTERS

Joseph Rettig and Kevin Walsh of BBS Architects, Landscape Architects and Engineers presented information to the Board regarding current sanitary restrictions and infrastructure requirements for a future building expansion.

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved BBS Architects, Landscape Architects and Engineers to proceed with a safety roof railing project at an estimated cost of \$14,700.

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FINANCIAL MATTERS

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

Upon a motion by Mike Gonzalez, seconded by Anne Cognato, the Board approved 2025-2026 budget allocations as presented by the Business Manager.

PERSONNEL MATTERS

Upon a motion by Anne Cognato, seconded by Susan Gaskin, the Board approved a Personnel Report.

The Director discussed a potential part time IT position.

DIRECTOR'S REPORT

The Director discussed a recent legislative breakfast hosted by the Library. Attended by library directors and local New York State Senators Martinez and Bynoe (Chair of the Senate Standing Committee on Libraries), this meeting brought attention to current public infrastructure challenges limiting our library's expansion.

The Director presented a progress report to the Board regarding an all-computer upgrade project.

The Director discussed the recent implementation of a new employee time management system.

The Director was asked about a timeline for internal renovations. The Director noted space must first be made through weeding and shifting our collections before the end of the fiscal year. Then painting, a patron lift, patron desks and floors can be addressed, after which the Circulation and Reference desks can be considered.

The Director discussed a number of new, ongoing facility improvement projects including painting of the public bathrooms, and the upcoming installation of new toilets, sinks and flooring. Grading and reseeding of the adjacent property, as well as the installation of a cedar fence was discussed. The Director also noted the repair of a lower level waste pipe to protect a new HVAC unit, and that new chairs have been ordered for the Community Room. New events are being planned, including the addition of a library bus trip to New York's holiday markets in December.

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OTHER BUSINESS

The Business Manager discussed a recent bequest.

An incident report was discussed.

Monthly statistics were presented to the Board.

EXECUTIVE SESSION

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board entered Executive Session at 8:56pm to discuss a personnel matter and ongoing collective bargaining negotiations.

Upon a motion by Susan Gaskin, seconded by Anne Cognato, the Board exited Executive Session at 9:10pm.

DATE OF NEXT MEETING

The Board agreed to Wednesday, October 22, 2025 at 7:00pm for the next monthly Board meeting.

MEETING ADJOURNMENT

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the meeting was adjourned at 9:10pm.

Respectfully submitted,

Susan Zapata
Business Manager