

**DEER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY BOARD MEETING
Wednesday, August 27, 2025, 7:00pm**

MINUTES

IN ATTENDANCE

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

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

Community Members present for Public Expression:

Kathleen Gokubal, Madeline McCabe, Margie Russo, Kathy Tarzi, RoseAnn Toscano,
Marianne Walsh

CALL TO ORDER

Justin Belkin called the meeting to order at 7:04pm, and led those present in the Pledge of Allegiance.

PUBLIC EXPRESSION

Community members discussed difficulties navigating the library's website to search for materials, as well as program quality, frequency, and availability. The Director offered solutions for navigating the new OPAC system, including patron classes and librarian assistance. The Director also indicated he would continue to work with staff to improve future programming.

APPROVAL OF MINUTES

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

FINANCIAL MATTERS

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

Upon a motion by John Gagliano, seconded by Mike Gonzalez, the Board approved adding to the agenda the consideration of a motion to assign library funds.

Upon a motion by John Gagliano, seconded by Mike Gonzalez, the Board approved assigning from the library's general fund \$1,000,000 to interior library building renovations and \$3,000,000 to a future library expansion project.

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PERSONNEL MATTERS

Upon a motion by John Gagliano, seconded by Anne Cognato, the Board approved a Personnel Report.

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board approved a contract for Employee A.

POLICY MATTERS

Upon a motion by Anne Cognato, seconded by Susan Gaskin, the Board approved adding the consideration of a revised Workplace Harassment policy to the agenda.

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved a revised Workplace Harassment policy.

OTHER BUSINESS

A recent Board training retreat was discussed.

The Director presented information to the Board regarding a recent computer purchase proposal. Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board approved the purchase.

The Business Manager advised the Board of a recent insurance audit resulting in a 10% savings on annual Workers' Compensation costs.

Monthly statistics were presented to the Board.

The Board discussed an upcoming Deer Park Columbus Day parade.

BUILDING MATTERS

The Board tabled discussion of a Roof Safety Rail project pending further information to be provided to the Director.

Upon a motion by John Gagliano, seconded by Susan Gaskin, the Board accepted the findings of a report from Library Counsel regarding the proposed purchase of a property adjacent to the library, affirming to take no further action.

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The Director provided an update concerning infrastructure requirements necessary to proceed with a planned building and facility expansion project. The Director shared correspondence from Town Supervisor Rich Schaffer supporting a sewer installation project for the library and surrounding area, and advised the Board BBS Architects will be present at the September Board meeting to discuss further.

EXECUTIVE SESSION

Upon a motion by Anne Cognato, seconded by Mike Gonzalez, the Board entered Executive Session at 9:02pm to discuss a personnel matter, an employment contract, and collective bargaining agreements.

Upon a motion by Susan Gaskin, seconded by John Gagliano, the Board exited Executive Session at 9:37pm.

DATE OF NEXT MEETING

The Board agreed to Wednesday, September 24, 2025 at 7:00pm for the next monthly Board meeting.

MEETING ADJOURNMENT

Upon a motion by Susan Gaskin, seconded by John Gagliano, the meeting was adjourned at 9:38pm.

Respectfully submitted,

Susan Zapata
Business Manager