TRUSTEES AND OFFICERS PRESENT: Louise Sobin (President),
Tharakaram Ravishankar (Vice-President), Kenneth Vey,
Graciela Meyers (Secretary).

TRUSTEES, OFFICERS AND STAFF ABSENT: Toby Shebiro, Emilio Susa,
Yolanda Phillips (Asst. Library Director), Michael Castelli
(Treasurer) Gale Zeidman (Asst. Treasurer), – all with prior notice.

LIBRARY ADMINISTRATORS AND STAFF PRESENT: Andrea Meluskey
(Library Director), Marie Doyle-Ponsot (Administrative Assistant)

INTRODUCTION OF GUESTS AND MEMBERS OF THE PUBLIC:

Miles Mott, Patron
Bobby Lee, Patron

CALL TO ORDER: Meeting was called to order by Ms. Sobin at 7:34 pm

UNAPPROVED MINUTES OF March 8, 2023
Tharakaram Ravishankar moved approval of March 8, 2023 Minutes. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None  Abstain: None

APPROVED MINUTES OF DECEMBER 14, 2022

Tharakaram Ravishankar moved approval to amend the Minutes of December 14, 2022 to include the approval to hire a Librarian II at a salary of $38.46 per hour following Executive Session. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None  Abstain: None
BILLS TO BE PAID GENERAL FUND APRIL 2023 &
BILLS TO BE PAID CAPITAL FUND APRIL 2023

A listing of the General Fund Bills to be Paid for April 2023 totaling $112,904.74 and a listing of the Capital Fund Bills to be Paid for April 2023 totaling $2,255.12 were reviewed.

Kenneth Vey moved approval of the Bills to be Paid as stated above. Seconded by Tharakaram Ravishankar.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

FINANCIAL REPORT GENERAL FUND MARCH 2023 &
FINANCIAL REPORT CAPITAL FUND MARCH 2023


The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

BANK RECONCILIATIONS
February 2023

Tharakaram Ravishankar moved acceptance of the February 2023 Bank Reconciliations as prepared by Rynkar, Vail & Barrett following review by Michael Castelli, Treasurer. Mr. Castelli notified Marie Doyle-Ponsot that there were no questions and all appeared in order. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

REVISED BUDGET TRANSFERS-YEAR END 2022

Tharakaram Ravishankar moved acceptance of the Budget Transfer YE 2022 as presented. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None
DIRECTOR’S REPORT

Action Item
Personnel
Hired
Linda A. Abraham – Librarian II FT – Effective February 14, 2023 – salary $38.46 per hour. This position was discussed in Executive Session of December 14, 2022 and inadvertently the Motion to approve the position was not included in the Minutes. The Motion to correct the Minutes of December 14, 2022 was made earlier in this meeting.

Kenneth Vey moved approval of hiring Linda A. Abraham to fill the position approved at the December 14, 2022 Meeting. Seconded by Tharakaram Ravishankar.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

Retirement
Robin Labohm – Clerk FT – Effective 3/9/2023 – Robin worked in the Circulation Department since 2008. Robin was an asset to the Library and she will most certainly be missed by all of us. Aside from her duties at the Circulation Desk, Robin was responsible for ordering library materials and served as the Staff Association President for the last 2 contract terms.

Kenneth Vey moved acceptance of Robin Labohm retirement and approval of the hiring a replacement for this position as stated above. Seconded by Tharakaram Ravishankar.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

Repair
Sirina Fire Protection Corp.
Replace (1) tamper switch on OS&Y valve before backflow that did not activate panel and cannot be adjusted in Sprinkler Room - $820.00
Wiring of the new tamper switch is be performed by alarm vendor or electrician.

Kenneth Vey moved approval to replace 1 tamper switch on OS&Y Valve as stated above. Seconded by Tharakaram Ravishankar.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None
**Electrical Work**
Installation of Wi-Fi Access Points and associated electrical work; Installation of new electric heat wall thermostat; Lighting repairs for various lighting fixture, lamp and ballast types:

Corkery Electric Services, Inc - $620.00 + unit pricing for lamps and ballasts as listed in proposal
K.J. Kenny Inc. - $1,295.00 + unit pricing for lamps and ballasts as listed in proposal

Tharakaram Ravishankar moved approval for electrical work as per Corkery Electric Service, Inc. quote as stated above.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

**Information item(s)**

**Construction Aid – Grant Extension**
Chapter 381 of the Laws of 2019, Chapter 563 of the Laws of 2021, Chapter 627 of the Laws of 2021, and Chapter 333 of the Laws of 2022 amended Education Law §273-a relating to state aid for library construction program. Commissioner’s Regulation 90.12 was amended to implement these legislative amendments. These regulatory amendments include:
- extending the time allowed for construction project completion to six years
- establishing criteria for funds that a library system may commit to building projects receiving an excess of seventy-five percent of total approved costs
- authorizing public library systems to submit coordinated project applications.

**Tax Appropriation**
The Library received the 1st half of its Tax Appropriation for 2023 in the amount of $1,733,915.97.

**PERIOD OF PUBLIC EXPRESSION**
Miles Mott inquired about parking lot status. Ms. Meluskey responded that the Board is awaiting the test of the TONH pipe that runs under the Library parking lot.

Mr. Mott asked about the collapsed bird netting surrounding the rooftop HVAC units. Ms. Meluskey explained that the netting will be fixed when the weather improves.

Mr. Mott mentioned that SRPL library is not opening precisely at 9.30 am. Ms. Meluskey explained that we go by the clock at the Circulation desk and the staff does open the door before the clock says 9:31 am.

Bobby Lee requested to have access to more computers. Ms. Meluskey explained that staff is monitoring the situation.
EXECUTIVE SESSION

A motion was made by Tharakaram Ravishankar at 8:10 pm to suspend the order of business to enter Executive Session to discuss personnel and contracts issues. Ms. Meluskey was requested to remain. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey. No: None Abstain: None

Executive Session began at 8:11 pm.

Tharakaram Ravishankar moved to exit Executive Session at 8:39 pm. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey No: None Abstain: None

As a result of the Executive Session Tharakaram Ravishankar moved to approve the Director’s cost of living increase, as discussed in Executive Session, retroactive to January 1, 2023. Seconded by Kenneth Vey.

The motion was passed as follows:
Yes: Ravishankar, Sobin, Vey No: None Abstain: None

ADJOURNMENT

A motion to adjourn was made by Kenneth Vey. Seconded by Tharakaram Ravishankar.

The motion was passed as follows:
Yes: Ravishankar, Sobin and Vey No: None Abstain: None

Meeting was adjourned at 8:41 pm.

NEXT BOARD MEETING

Wednesday, May 10, 2023 – 7:30 PM
SHELTER ROCK PUBLIC LIBRARY COMMUNITY ROOM

Respectfully Submitted,

Graciela E. Meyers
Library Secretary