

**MINUTES
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
July 16, 2024**

A regular meeting of the Board of Trustees of The Smithtown Library was held at the Commack building, Commack, New York, on the 16th day of July, 2024. The meeting was called to order at 6:30 pm with the pledge of allegiance to the flag.

The following Library Trustees were present: Brianna Baker-Stines, Mildred Bernstein, Barbara Deal, Annette Galarza, Howard Knispel and Christopher Sarvis. Library Trustee Theresa Stabile was absent with prior notice.

Also present were Library Director Robert Lusak, Assistant Library Director Eileen Caulfield, Assistant Library Director Patricia Thomson, Library Counsel Kevin Seaman, Clerk Lauren Gunderson and Secretary Linda Taurassi. Library Treasurer Kevin Miller was absent with prior notice.

Annette Galarza, President of the Board of Trustees, acted as Chairperson of the meeting.

READING AND APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

Library Board President Annette Galarza moved to approve the adoption of the following resolution:

- a. *RESOLVED, that the REGULAR MEETING MINUTES of June 18, 2024 be approved as presented.*

The motion was seconded by Trustee Mildred Bernstein and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

REPORTS OF OFFICERS, BOARDS, STANDING COMMITTEES & DIRECTOR'S REPORT

- 2. The BUDGET AND FINANCE COMMITTEE report was presented by Budget and Finance Committee Liaison Barbara Deal, who moved to approve the adoption of resolution "a":

- a. **TREASURER'S REPORT**

RESOLVED, that the TREASURER'S REPORT for the month ended June 30, 2024 be approved for filing (copy of report appended to the original of these minutes).

The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

b. WARRANTS

Budget and Finance Committee Liaison Barbara Deal moved to approve the adoption of resolution “b”:

RESOLVED, that the following WARRANTS be approved for payment:

i. Warrant #24 - July	(“L” fund) PREPAYS	\$ 38,890.83
ii. Warrant #24 - July	(“L” fund) WARRANT	\$ 499,757.96
iii. Warrant #24 - July	(“M” fund) WARRANT	\$ 3,200.00
iv. Warrant #24 - July	(PAYROLL #13 – 6/21/24)	\$ 272,297.97
v. Warrant #24 - July	(PAYROLL #14 – 7/5/24)	\$ 276,022.88

The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

c. BUDGET TRANSFER

Budget and Finance Committee Liaison Barbara Deal moved to approve the adoption of resolution “c”:

RESOLVED, that the Business Manager is authorized to execute a budget transfer in the amount of \$6,000 to decrease budget line L.2030 (Building Equipment) and increase budget line L.4320 (Computer Supplies & Services).

The motion was seconded by Trustee Christopher Sarvis and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

3. The PERSONNEL COMMITTEE report was presented by Personnel Committee Liaison Christopher Sarvis who moved to approve the adoption of resolution “a”:

a. PERSONNEL CHANGES

RESOLVED, that the following PERSONNEL changes be approved as presented:

Part-time/Temporary Appointments:

- i. Part-time appointment of **Emily Sanzeri** to the position of Children’s Librarian I, Children’s Services, all buildings, at an hourly rate of pay of \$33.63, not to exceed 17.5 hours per week; effective July 23, 2024 (to fill part of the vacancy created by the retirement of Elizabeth Coleman, effective 4/29/23).
- ii. Part-time appointment of **Brienne Kocka** to the position of Children’s Librarian I, Children’s Services, Commack building, at an hourly rate of pay of \$33.63, not to exceed 17.5 hours per week, effective August 22, 2024 (to fill the vacancy created by the resignation of Patricia Lopez, effective 7/8/24).
- iii. Temporary appointment of **Reno Serrentino** to the position of Custodial Worker I on a call-in basis, at an hourly rate of pay of \$21.12, effective July 17, 2024 (to fill the vacancy created by the resignation of Philip Mui, effective 7/18/22).
- iv. Part-time appointment of **Eliana Uvenio** to the position of Page, Nesconset building, at an hourly rate of pay of \$16.00, effective August 22, 2024 (to fill the vacancy created by the resignation of Hatim Husainy, effective 8/12/24).

- v. *Part-time appointment of **Gianna Monteleone** to the position of Page, Nesconset building, at an hourly rate of pay of \$16.00, effective July 24, 2024 (to fill the vacancy created by the appointment of Amanda Bayer from a Page position into a Library Clerk position, effective 7/9/24).*
- vi. *Part-time appointment of **Mindy Iannicello** to the position of Page, Commack building, at an hourly rate of pay of \$16.00, effective July 22, 2024 (to fill the vacancy created by the resignation of Norah Birdsall, effective 5/16/24).*

Retirement:

- vii. *Retirement of **Deborah O’Leary**, Principal Library Clerk, Circulation Department, Commack building, effective June 29, 2024 (last day of employment 6/28/24).*

Resignations:

- viii. *Resignation of **Cody Beck**, Groundskeeper I, all buildings, effective July 9, 2024.*
- ix. *Resignation of **Hatim Husainy**, Page, Nesconset building, effective August 12, 2024.*
- x. *Resignation of **Madelyn Law**, Page, Smithtown building, effective August 21, 2024.*
- xi. *Resignation of **Patricia R. Lopez**, part-time Librarian I, Children’s Services, Commack building, effective July 8, 2024.*
- xii. *Resignation of **Aidan Quinn**, Page, Smithtown building, effective July 25, 2024.*

The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 after discussion by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

Personnel Committee Liaison Christopher Sarvis moved to approve the adoption of resolution “b”:

b. RETIREMENT – Resolution of Appreciation – **Deborah O’Leary**

WHEREAS, Deborah O’Leary has announced her retirement as of June 29 2024, and

WHEREAS, having been originally employed with The Smithtown Library from April 21, 2002 through January 21, 2006 as a Library Clerk, and

WHEREAS, she was rehired by the Library in July of 2012 and was promoted to Principal Library Clerk on October 28, 2020; and

WHEREAS, during her years of faithful and dedicated service, she has earned the admiration and respect of her colleagues and co-workers; now therefore be it

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby express its appreciation to Deborah O’Leary for her years of dedicated service and contributions to the Library; and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library extends to Deborah O’Leary their best wishes for many years of health and happiness during her retirement.

The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

Personnel Committee Liaison Christopher Sarvis moved to approve the adoption of resolution “c”:

c. CONFERENCE ATTENDANCE REQUESTS

RESOLVED, that the following CONFERENCE/ATTENDANCE requests set forth hereinafter are hereby approved:

- i. *That **Nicole Rossano**, Librarian II, Children’s Services, Kings Park building, be authorized to attend, on paid release time, the “2024 Fall Literature Conference,” sponsored by CLASC (Children’s Librarians Association of Suffolk County), on October 17, 2024, to be held at the Courtyard Marriot Long Island, located in Ronkonkoma, NY, with reimbursement for actual and necessary expenses not to exceed \$95.00.*

The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

4. RESOLUTION OF APPRECIATION FOR LIFETIME ACHIEVEMENT – **Anthony J. Monteleone**

The meeting was taken out of order at this time by Library Board President Annette Galarza to allow for the introduction and presentation of a “Resolution of Appreciation for Lifetime Achievement” for former Library Trustee and Friends of The Smithtown Library President Anthony J. Monteleone.

Library Board President Annette Galarza moved to approve the adoption of the following resolution:

WHEREAS, Anthony J. Monteleone has been a strong advocate of The Smithtown Library from 2002 to the present; and

WHEREAS, during that time, he served as an elected member of the Library Board of Trustees for four full terms, beginning April 30, 2002 through December 31, 2014, serving as both President and Vice President; and

WHEREAS, serving on the Board he was instrumental in securing the transfer of the Nesconset Armory from the Town of Smithtown to the Smithtown Special Library District and with the expansions and renovations of the Library’s Smithtown, Commack and Kings Park buildings; and

WHEREAS, having been a long-time member of the Friends of The Smithtown Library, serving as President of the Friends from 2019 to present; and

WHEREAS, under his leadership, the Friends have donated funds to support many Library programs and projects including: an outdoor program area at our Commack building, the new Library logo and website, water filling stations in all four buildings, and the continued support of the Library’s museum pass program; now therefore, be it

RESOLVED, that the Board of Trustees of the Smithtown Special Library District extends a unanimous vote of thanks to Anthony J. Monteleone for his years of dedicated service to the Library and the community; and be it

FURTHER resolved, that this resolution become a part of the permanent record of the minutes of this meeting.

The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

The meeting returned to order and continued with the BUILDINGS AND GROUNDS Committee report.

5. The BUILDINGS & GROUNDS COMMITTEE report was presented by Buildings & Grounds Committee Liaison Brianna Baker-Stines, who moved to approve the adoption of resolution “a”:

a. SNOW PLOWING & SALT SANDING OPERATIONS – Sonnenberg Nursery

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to renew a one year contract (year two (2) of an optional three (3) year contract) with Sonnenberg Nursery, Inc., at a cost as dictated by contract terms, for the purpose of providing snow plowing and salt sanding operations for driving surfaces in the parking lots of the Smithtown, Commack, Kings Park & Nesconset buildings; said contract to be in effect for the period September 15, 2024 through May 15, 2025.

The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

Buildings & Grounds Committee Liaison Brianna Baker-Stines moved to approve the adoption of resolution “b”:

b. HVAC SERVICE AGREEMENT

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby award the bid proposal to Thermal Solutions, Inc. to provide heating, ventilation, and air conditioning (HVAC) maintenance/service agreements to the Smithtown Special Library District, and be it

FURTHER RESOLVED, that the Board authorizes the Library Director to enter into a contract with Thermal Solutions, Inc. to provide HVAC maintenance/service to the Library’s four buildings; the contract period for these services will be for one year commencing on September 1, 2024 (pending Board approval), with subsequent annual renewals (pending Board approval and funding) for a period of 5 years at a total annual cost ranging from \$24,560 to \$25,590.00.

The motion was seconded by Trustee Chris Sarvis and adopted 6-0 after discussion by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

Buildings & Grounds Committee Liaison Brianna Baker-Stines moved to approve the adoption of resolution “c”:

c. PRESENTATION – Office Furniture Donation

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Hanover Real Estate Partners for their most generous donation of over 100 pieces of various office furniture, supply cabinets and file cabinets; and be it

FURTHER RESOLVED, that said items will be utilized as needed in all four Library buildings.

The motion was seconded by Trustee Howard Knispel and adopted 6-0, after a video presentation and discussion, by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

d. PRESENTATION - Kings Park Playground Reimagining

Library Director Robert Lusak reported that the current annual playground inspection had indicated that the cost of repairs would far exceed the cost of replacement of the playground equipment, and discussed the possibility of reimagining the playground area. Architect Paul Cataldo has been asked to present the Library with a proposal for an outdoor education, activity, environmental space. Library personnel has also met with officials from the Town of Smithtown to discuss a joint venture between the Library and the Town pertaining to the “Kings Park Downtown Revitalization Plan”. This would involve doing a joint grant with the Town of Smithtown through the New York State Downtown Revitalization Initiative (DRI). The reimagined area will benefit all ages of the community.

The Library Board was in agreement and Library Board President Annette Galarza moved the following resolution:

RESOLVED, that Library Board President Annette Galarza is authorized to execute, on behalf of the Library Board of Trustees, a contract agreement between The Smithtown Library and Architect Paul Cataldo in regard to the revitalization of the Kings Park outdoor recreational area.

The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0, by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

e. BUILDING UPDATES

Assistant Library Director Eileen Caulfield updated the Library Board on the status of the EV Charging Stations. Ms. Caulfield noted that the Smithtown and Nesconset building assessments were due to be conducted next Monday. This will conclude the assessments for all buildings, which will be followed by Mr. Tanzi’s report. Ms. Caulfield further noted that architect John Tanzi has made his recommendations for a general contractor for the Smithtown building’s lower level construction project. Mr. Tanzi will be present at the August meeting to give his recommendations.

6. The COMMUNICATIONS COMMITTEE report was presented by Communications Committee Liaison Mildred Bernstein, who moved to approve the adoption of resolution “a”:

a. MEMORIAL DONATION – Feminist Press Book Club – In memory of Frances Kelley

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank the Feminist Press Book Club, consisting of Janet Blair, Lauri Johnson, Marian Robinson, Sally Smith and Kitty Stewart, for their generous donation of Two Hundred Fifty Dollars (\$250.00) in memory of deceased member Frances Kelley; and be it

FURTHER RESOLVED that, as requested, the funds will be used toward the purchase of books written by women authors, as per the Library’s discretion, in addition to having a bookplate affixed to each book.

The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

7. The STRATEGIC PLANNING COMMITTEE.

Librarian III Julie DeLaney reported that we had received 75 responses from the patron survey that had been put on kiosks in each library building back in June. On Friday, July 12th, the survey was emailed to approximately 35,000 library patrons to which over 1,000 responses have been received.

8. DIRECTOR'S REPORT – Robert Lusak, Library Director

The Library Director had nothing further to add to his report that had been submitted previously to the Library Board (copy of report appended to the original of these minutes).

UNFINISHED BUSINESS

9. REVISED POLICY - Public Behavior On Library Property [Policy 700-10] (2nd reading)

[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough]

Library Board President Annette Galarza moved to waive the reading of the Public Behavior on Library Property Policy [Policy 700-10]. The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

Library Board President Annette Galarza moved to approve the adoption of the Public Behavior on Library Property Policy [Policy 700-10]. The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

STATUTORY AUTHORITY

*The Board of Trustees of The Smithtown Library hereby adopts the following rules and regulations governing ~~public behavior~~ **and deportment** on Library property and promulgates penalties for violations under the authority of NY Education Law § 260.*

RULES AND REGULATIONS

~~COVID-19 Safety. All Library patrons and visitors on Library property are to adhere to the rules and regulations outlined in the Library's COVID-19 Re-Opening Safety Plan. The rules and regulations in the COVID-19 Re-Opening Safety Plan are to supersede those set forth in this policy and will be enforced for such period as the Board of Trustees deems necessary.~~

1. **Behavior and Conduct:** No person, either individually or in concert with others, shall:

a. fail to comply with the lawful directives of Library supervisors or staff.

- b. *behave in a manner that may be considered as harassment (sexual or otherwise). This includes **but is not limited to** engaging in unwelcome sexual advances, verbal or physical conduct of a sexual nature, and viewing material of a pornographic nature. This also includes staring at another person or following another person about the premises such that the other person could reasonably be considered to be annoyed or disturbed.*
- c. *sleep for a ~~prolonged~~ period of time **deemed excessive by Library personnel**.*
- d. *emanate unreasonable noise, use abusive or obscene language, make obscene gestures, or undertake an act of violence or breach of the peace on Library property.*
- e. *possess, sell or use: alcohol, cannabis in any form, illicit narcotic substances, controlled substances (without a prescription) or dangerous weapons or instrumentalities on Library property.*
- f. *willfully misuse, mar, deface, damage or destroy Library property or equipment.*
- g. *disrupt, interfere with, or attempt to prevent the orderly conduct of lectures, patrons, staff, meetings, or public events conducted at the Library.*
- h. *engage patrons or staff in conversation which could reasonably be considered to be annoying or disturbing.*
- i. *make excessive noise or undertake acts that are distracting or disruptive to an environment conducive to reading and study. Normal conversational noise levels are permitted for reference and circulation services only. Headphones may be used, but noise from headphones must not be audible to others. Snoring is not permitted.*
- j. ***talk or whisper** in areas of the Library designated as "silent" study spaces. ~~no talking or whispering is allowed.~~*
- k. *~~No running, dancing~~ **not run, dance or engage in** or physical exercise ~~is permitted~~ within the Library unless undertaken in conjunction with a Library sponsored program.*
- l. *~~Unauthorized use of Library parking areas is not permitted~~ **in an unauthorized manner**.*

2. **Proper Dress, Foods and Beverages; Animals:**

- a. **Dress/Hygiene.** *Presence within the Library shall require acceptable foot and bodily coverings; hygiene that is not disturbing to patrons or staff is to be observed.*
- b. **Foods and Beverages.** *The eating and drinking of small snacks and covered drinks similar to those made available in **for purchase at** the Library ~~micro-market~~ is permitted, except in computer areas.*
- c. **Animals.** *Except for service animals, no animals shall be brought into the Library. (see policy 700-15 Service Animals)*
- d. **Smoking:** *No smoking of any nature is permitted in Library buildings or on Library grounds. This includes but is not limited to, e-cigarettes, e.g., vaping.*

3. **Loitering; Trespassing:**

- a. **Loitering.** *NY Penal Law Section 240.35 provides in relevant part that any person who loiters in or about a building in violation of rules and regulations is guilty of disorderly conduct. It is expected that all patrons will engage in activity that is related to Library functions.*
- b. **Trespassing.** *NY Penal Law Section 140.05 provides in relevant part that any person who unlawfully enters into or remains unlawfully in or upon the premises is guilty of trespass. This includes individuals who have been notified by the Library that they are prohibited from entering Library property.*

4. **Punitive Action:** *Violation of any of the Rules and Regulations, as adopted by the Trustees of The Smithtown Library, may result in the following:*

- a. *Immediate ejection from the Library's property.*
- b. *Prohibition of entry upon Library property for a stated term.*
- c. *~~Civil and/or~~ Criminal prosecution.*
- d. *Impositions of those penalties deemed appropriate by the Library Board of Trustees.*

5. Distribution of non-library materials, gathering of signatures for petitions, etc.: *The following activities are permitted only when authorized by the Library’s Board of Trustees or Library Director:*

- *Distribution of non-Library related leaflets/fliers/materials.*
- *Solicitation of opinions through interviews or surveys on Library property.*
- *Solicitation of or the gathering of signatures for petitions on Library property.*
- *Solicitation of donations.*
- *Selling products or services.*

PUBLIC COMMENTS

In the time allotted for public comments one member of the public spoke.

NEW BUSINESS

10. NEW POLICY – Vehicle Idling Policy [Policy 200-30] (1st reading)

Library Board President Annette Galarza moved to waive the reading of the Vehicle Idling Policy [Policy 200-30]. The motion was seconded by Trustee Mildred Bernstein and adopted 6-0 after discussion by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

The policy will be reviewed and voted on at the August regular board meeting.

The purpose of this policy is to eliminate unnecessary idling of all vehicles on Library property. Vehicle idling wastes fuel, degrades air quality, and causes the unnecessary emission of pollutants and greenhouse gasses that promote the “greenhouse” effect. This policy is in accordance with New York State’s Climate Act which requires New York to reduce (economy-wide) greenhouse gas emissions 40 percent by 2030.

The Smithtown Library seeks to enhance the efficient use of vehicle fuels in an effort to reduce emissions and operating costs. To reduce deleterious emissions and improve air quality, all vehicles on Library property are prohibited to idle unnecessarily. Vehicle operators will adhere to the following standards:

- *Idling is prohibited (with the limited exceptions listed below) when the ambient temperature is above 32°F.*
 - *5-minute maximum idle time limit when ambient temperature is 32°F and below.*
 - *Vehicles will not be left idling when the operator is away from the vehicle (with the limited exceptions listed below).*
 - *Idling is prohibited in ‘No Idle Zones’. Signs indicate the location of these zones.*

The following exceptions apply to the above policy:

- *Emergency response vehicles when responding to an emergency.*
- *Vehicles that must remain at a specific temperature to preserve onboard materials.*
- *Health or safety reasons (e.g., severe weather conditions, use of vehicle safety features).*
- *Below 0°F for diesel vehicles.*

Supervisors may approve exemptions for specific vehicles when warranted.

11. LIBRARY BUDGET VOTE AND TRUSTEE ELECTION:

After discussion, Library Board President Annette Galarza moved to approve the adoption of the following resolution:

RESOLVED: That the Board of Trustees of the Smithtown Special Library District does hereby authorize Clerk Lauren Gunderson to oversee all actions necessary pursuant to Chapter 193 of the Laws of New York to conduct the Library's 2025 Budget Vote and Trustee Election to take place on October 15, 2024, including:

- i. The hiring of the Suffolk County Board of Elections (BOE) to provide voter registration listings, mailing labels, and switchboard assistance, at a cost not to exceed \$500.00 (Note: BOE is unable to provide voting machines due to NYS early voting.)*
- ii. The hiring of Bold Systems, LLC to provide electronic poll books (listings provided by SCBOE), at a cost not to exceed \$5,970.00.*
- iii. Administering the selection and appointment of not more than 8 persons to serve in the capacity of ballot clerk for the 2025 Budget Vote and Trustee Election, at a flat daily rate of pay per inspector of \$250.00.*
- iv. Administering the selection and appointment of not more than one (1) person to serve as election chairperson and not more than seven (7) persons to serve in the capacity of election co-chairperson for the 2025 Budget Vote and Trustee Election, at a flat daily rate of pay per co-chairperson of \$325.00.*

The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

12. At 7:52 pm Library Board President Annette Galarza moved to enter executive session to discuss matters pertaining to collective negotiations pursuant to Article 14 of the Civil Service Law. The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

The following Library Trustees were present and participating in executive session: Brianna Baker-Stines, Mildred Bernstein, Barbara Deal, Annette Galarza, Howard Knispel and Christopher Sarvis.

Also present were Library Director Robert Lusak, Library Counsel Kevin Seaman, Assistant Library Director Eileen Caulfield, Assistant Library Director Patricia Thomson, Clerk Lauren Gunderson, Business Manager Jennifer Piano, Personnel Assistant Lori Mauceri and Secretary Linda Taurassi.

13. At 8:18 pm Library Board President Annette Galarza made a motion to reconvene in open public session. The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

14. MEMORANDUM OF AGREEMENT – CSEA Unit 8349

Library Board President Annette Galarza moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library ratifies the Memorandum of Agreement between The Smithtown Library and CSEA Unit 8349, dated July 16, 2024.

The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

15. Library Board President Annette Galarza noted that the next regular meeting of the Board of Trustees is scheduled to be held August 20, 2024 at 6:30 pm at the Kings Park building.

16. There being no further business, Library Board President Annette Galarza moved to adjourn the meeting at 8:20 pm. The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis; AGAINST—none

Minutes approved this 20th day of August, 2024

Mildred Bernstein

Mildred Bernstein, Vice President
Smithtown Library Board of Trustees

Linda Taurassi

Linda Taurassi
Secretary to the Board of Trustees