

**MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
September 10, 2024**

A SPECIAL meeting of the Board of Trustees of The Smithtown Library was held at the Nesconset building, Nesconset, NY, on the 10th day of September, 2024. The meeting was called to order at 6:00 p.m. with the pledge of allegiance to the flag.

The following Library Trustees were present and participating at the meeting: Brianna Baker-Stines, Mildred Bernstein, Barbara Deal, Annette Galarza, Howard Knispel, Christopher Sarvis and Theresa Stabile.

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

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

The board deliberated and took action upon the following matter:

1. Report of the BUDGET AND FINANCE COMMITTEE to adopt the 2025 budget for The Smithtown Library.

Business Manger Jennifer Piano gave a presentation pertaining to 2024 budget highlights, in addition to detailed information concerning the 2025 proposed budget. After the Library Board requested that additional budget options be prepared, the Business Manager departed the meeting briefly to prepare additional budget options.

2. At 7:04 pm Library Board President Annette Galarza moved to enter executive session to discuss the employment history of a particular corporation.

The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

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

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

3. At 7:31 pm Library Board President Annette Galarza made a motion to reconvene in open public session. The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

4. Business Manager Jennifer Piano returned to the meeting and presented additional budget information as requested.
5. Library Board President Annette Galarza moved to approve the adoption of the following resolution:

RESOLVED, that the report of the Budget and Finance Committee pertaining to the proposed 2025 budget be adopted; said budget to be adopted in the amount of \$18,106,579.00.

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 after discussion by the following roll call vote:

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

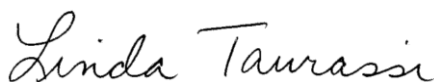
6. Library Board President Annette Galarza noted that the next “regular” meeting of the Library Board of Trustees was scheduled to be held Tuesday, September 17, 2024 at 6:30 p.m. at the Nesconset building.
7. There being no further business, Library Board President Annette Galarza moved to adjourn the meeting at 7:58 p.m. The motion was seconded by Trustee Mildred Bernstein and adopted 7-0 by the following roll call vote:

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

Minutes approved this 17th day of September, 2024.



Annette Galarza, President
Smithtown Library Board of Trustees



Linda Taurassi
Secretary to the Board of Trustees

**MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
September 10, 2024**

A second SPECIAL meeting of the Board of Trustees of The Smithtown Library was held on the 10th day of September, 2024 immediately following the SPECIAL meeting of the Library's 2025 budget meeting. The meeting was called to order at 7:59 p.m.

The following Library Trustees were present and participating at the meeting: Brianna Baker-Stines, Mildred Bernstein, Barbara Deal, Annette Galarza, Howard Knispel, Christopher Sarvis and Theresa Stabile.

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, Treasurer Kevin Miller, and Secretary Linda Taurassi.

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

The board deliberated and took action upon the following matters:

1. BUILDINGS & GROUNDS

a. SMITHTOWN BUILDING RESTORATION – Immediate Facility Matters

Library Board President Annette Galarza moved to waive the reading of the following resolution. The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

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

WHEREAS, the Board of Trustees of The Smithtown Library has determined under the terms of NY General Municipal Law Section 103(4) that a “public emergency” has afflicted the Library endangering the building integrity of the Smithtown building due to the catastrophic flood/rain conditions that engulfed many areas of Suffolk County during the period August 18-19, 2024; and

WHEREAS, it is necessary to attend to immediate facility matters compromising the operation and physical status of the Smithtown building; and

WHEREAS, the Library's Procurement Policy prescribes and supports the Library's emergency attentions to preserving its physical plant;

IT IS NOW THEREFORE RESOLVED, that the Library is authorized to enter into contractual agreements/arrangements with contractors and service providers without the process of competitive bidding adhering so as to provide the necessary immediate attentions to preserve and remediate on an emergency basis the conditions existent at the Smithtown building;

AND IT IS FURTHER RESOLVED, that necessary Library funds and resources are to be appropriated to meet the emergency needs existent at the Smithtown building;

AND IT IS FURTHER RESOLVED, that the Library Director is authorized to undertake those logistical and other measures necessary to attend to the emergency conditions afflicting the Smithtown building under the terms of this Board's emergency declaration.

The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

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

b. SMITHTOWN BUILDING RESTORATION – Rainbow Restoration

Library Board President Annette Galarza moved to waive the reading of the following resolution. The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

After discussion, Library Board President Annette Galarza moved to postpone the adoption of the following resolution until the regular board meeting of September 17, 2024. The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote.

WHEREAS, the Board has authorized the Library Director on an emergency basis to retain those contractors necessary to undertake services to seek to preserve the Smithtown building facility on a no-bid basis under the terms of Section 103 of the NY General Municipal Law; and

WHEREAS, the Board elects to, for the sake of accountability, to identify those contractors retained to date for the providing of such emergency services;

NOW, THEREFORE IT IS RESOLVED, that the retaining of Rainbow Restoration for disaster recovery purposes, including the removal of water, silt, debris, mold, and the immediate restoration of the lower level of the Smithtown building due to the torrential flooding conditions afflicting the facility at a cost estimated at \$350,000.00 is hereby authorized nunc pro tunc;

AND IT IS FURTHER RESOLVED, that the retaining of Rainbow Restoration for the pack out (labor, refrigeration trucks, and transport) of the LI Room Collection damaged due to the subject flooding condition at the Smithtown building, at a cost estimated at \$130,000.00, is hereby authorized nunc pro tunc;

AND IT IS FURTHER RESOLVED, that the retaining of Rainbow Restoration for the pack back (labor and return transport) of the restored items of the LI Room Collection damaged due to the subject flooding condition at the Smithtown building, at a cost to be determined, is hereby authorized nunc pro tunc;

AND IT IS FURTHER RESOLVED, that the retaining of Prism Specialties for the restoration of the LI Room Collection damaged due to the subject flooding condition at the Smithtown building, at a cost estimated at \$700,000.00, is hereby authorized nunc pro tunc.

c. SMITHTOWN BUILDING RESTORATION – EV Charging Stations

Library Board President Annette Galarza Library moved to waive the reading of the following resolution. The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

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

WHEREAS, the Board of Trustees of The Smithtown Library moved the Library Director to enter into a contract agreement with John Tanzi Architects to perform architectural and engineering services relating to EV Charging Stations in two buildings at its August 15, 2023 Board meeting;

IT IS NOW HEREBY RESOLVED, that such motion/resolution to award Plugin Stations Online, LLC (PISO) for EV Charging Stations Equipment & Installation, recommended by John Tanzi Architects at the August 20, 2024 Board meeting, with expenses not to exceed \$181,695.00, is rescinded in consideration of the catastrophic flood/rain conditions that have created a public emergency at the Smithtown building.

The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

d. SMITHTOWN BUILDING RESTORATION – John Tanzi Architects

Library Board President Annette Galarza moved to waive the reading of the following resolution. The motion was seconded by Trustee Barbara Deal and adopted 7-0 by the following roll call vote:

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

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

RESOLVED, that the Board of Trustees of The Smithtown Library authorizes the Library Director to enter into a contract agreement with John Tanzi Architects to perform architectural and engineering services relating to the reconstruction of the Lower Level at the Smithtown Building for a cost breakdown as follows:

- *Emergency Building Restoration - 7% (of approved Contractor Quotes)*
- *Lower Level Reconstruction:*
 - *Phase 1: Conceptual Project Design and Final Estimated Project Budget - \$35,000.00*
 - *Phase 2: Preparation of Project Documents, filing with government agencies, bidding, contract award, and services during Construction - 8.5% (of agreed upon Final Estimated Construction Costs)*
- *Optional Services 'A' - Grant Submission - \$3,800.00*

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

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

2. Library Board President Annette Galarza noted that the next “Regular” meeting of the Board of Trustees would be held Tuesday, September 17, 2024 at 6:30 p.m. at the Nesconset building.

ADJOURNMENT

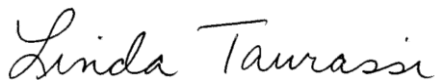
3. There being no further business, Library Board President Annette Galarza moved to adjourn the meeting at 8:21 p.m. The motion was seconded by Trustee Barbara Deal and adopted 7-0 by the following roll call vote:

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

Minutes approved this 17th day of September, 2024.



Annette Galarza, President
Smithtown Library Board of Trustees



Linda Taurassi
Secretary to the Board of Trustees