



LEVITTOWN PUBLIC LIBRARY

1 BLUEGRASS LANE LEVITTOWN, N.Y. 11756-1292 (516) 731-5728 FAX (516) 735-3168

Growing with Our Community

<http://www.levittownpl.org>

Trina Reed, Director

AGENDA REGULAR BOARD MEETING 7:00 PM, WEDNESDAY, JANUARY 5, 2022

Via Zoom - login information is listed at: <https://www.levittownpl.org>

And in person – 1 Bluegrass Lane, Levittown, NY 11756; Meeting Room 1

- I. PLEDGE OF ALLEGIANCE
- II. CALL TO ORDER AND ROLL CALL OF MEMBERS PRESENT
 - A. Present:
- III. MOTION TO ENTER INTO EXECUTIVE SESSION FOR MATTERS OF CONTRACT AND PERSONNEL
- IV. RE-ENTER PUBLIC SESSION APPROX. 8:00 PM
- V. APPROVAL AND SIGNING OF MINUTES (December 1, 2021)
- VI. FINANCIAL REPORT OF THE LIBRARY
 - A. Monthly expenditures to be approved (General Fund, Imprest Account, Coffee Café Account & Withholding Account)
 - B. Monthly expenditures to be approved for Capital Projects Fund
 - C. Cash balance report: General Fund – \$5,120,291.35 & Capital Projects – \$356,563.25
 - D. Monthly expenditures to be approved for Central Library Fund
 - E. Central Library Fund spent to date for 2021: \$209,330.00 & Central Book Aid spent to date for 2021: \$32,941.00
 - F. Chase credit card monthly report
 - G. Request for tax funds from School District - \$655,641.00 – February 3, 2022
 - H. Motion to approve the transfer of \$100,000.00 from the General Fund to the CLA
 - I. Motion to approve the 2021 Bullet Aid Grant check in the amount of \$25,000.00
- VII. UNFINISHED BUSINESS
 - A. Construction update
 1. Interior/Exterior Renovation & Parking Lot Expansion Project
 - a. Specialty Construction System, Inc. - Proposed Change Order 211904-000020 - \$11,300.00
- VIII. PERSONNEL CHANGES
 - A. Motion to accept the Personnel Calendar
- IX. COMMUNICATIONS
 - A. Baker & Taylor letter
 - B. Letter from patron

(turn over)

X. PERIOD FOR PUBLIC EXPRESSION

XI. DIRECTOR'S PROGRESS AND SERVICE REPORT

- A. Buildings and Grounds
- B. System development
 - 1. NLS Annual Meeting – Wednesday, December 8, 2021
 - 2. Member Library Director Meeting – Wednesday, December 15, 2021
 - 3. NLS Board Meeting – Monday, December 27, 2021
 - 4. MLD Executive Board Meeting – Wednesday, January 5, 2022
- C. Public Service and Programs
- D. Miscellaneous
 - 1. Staff Training Update

XII. COMMITTEE REPORTS

- A. Foundation Committee

XIII. NEW BUSINESS

- A. Motion for the Disposition of Equipment

XIV. MEETINGS AND CONFERENCES

- A. **First Open Budget Meeting and Regular Board Meeting – Wednesday, February 2, 2022**
- B. **NY Library Advocacy – Wednesday, March 2, 2022**
- C. **Second Open Budget Meeting and Regular Board Meeting – Wednesday, March 2, 2022**
- D. **Regular Board Meeting – Wednesday, April 6, 2022**

XV. ADJOURNMENT – Time
