



Growing with Our Community

# LEVITTOWN PUBLIC LIBRARY

1 BLUEGRASS LANE LEVITTOWN, N.Y. 11756-1292 (516) 731-5728 FAX (516) 735-3168  
<http://www.levittownpl.org> Trina Reed, Director

## AGENDA REGULAR BOARD MEETING 7:00 PM, WEDNESDAY, APRIL 6, 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 (March 2, 2022)
- 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 – \$5,865,990.88 & Capital Projects – \$104,183.77
  - D. Monthly expenditures to be approved for Central Library Fund
  - E. Central Library Fund spent to date for 2022: \$53,522.50 & Central Book Aid spent to date for 2022: \$6,994.88
  - F. Chase credit card monthly report
  - G. Request for tax funds from School District - \$655,641.00 – May 5, 2022
  - H. Motion to accept a donation from EPIC Brokers (Joseph Price) for Family Place Libraries in the amount of \$500.00
- VII. UNFINISHED BUSINESS
  - A. Construction update
    1. Interior/Exterior Renovation & Parking Lot Expansion Project
      - a. LEB Change Order #23 - \$1,248.29
    2. Main Children's Room renovation project close-out
    3. Children's Storytime Room project close-out
    4. 2022-2023 Proposed Budget
- VIII. PERSONNEL CHANGES
  - A. Motion to accept the Personnel Calendar
- IX. COMMUNICATIONS
  - A. Patron compliments
  - B. Patron suggestions
- X. PERIOD FOR PUBLIC EXPRESSION
- XI. DIRECTOR'S PROGRESS AND SERVICE REPORT

(turn over)

- A. Buildings and Grounds
- B. System development
  - 1. MLD Executive Board Meeting – Wednesday, March 9, 2022
  - 2. Member Library Director Meeting – Wednesday, March 23, 2022
  - 3. NLS Board Meeting – Monday, March 28, 2022
  - 4. MLD Executive Board Meeting – Wednesday, April 6, 2022
- C. Public Service and Programs
- D. Department Head Reports
- E. Miscellaneous
  - 1. Staff Customer Service
  - 2. Sustainable Libraries Initiative EDI webinar Monday, March 28, 2022

XII. COMMITTEE REPORTS

- A. Foundation Committee

XIII. NEW BUSINESS

- A. Motion to approve the NYS Annual Report 2021
- B. Town of Hempstead Easter Egg Hunt – Saturday, April 9, 2022
- C. Copy machine proposals
  - 1. Precision Microproducts of America, Inc.
  - 2. TGI Office Automation
  - 3. Toshiba Business Solutions
  - 4. Atlantic
- D. Motion for the Disposition of Equipment
- E. Circulation Policy
- F. Meeting Room - Policy
- G. Adelphi University Social Work Intern
- H. Bike Rack Options
- I. Baldessari & Coster, LLP – Engagement Letter

XIV. MEETINGS AND CONFERENCES

- A. **Regular Board Meeting – Wednesday, May 4, 2022**
- B. **Library & School District Budget Vote – Tuesday, May 17, 2022; 7:00 a.m. – 8:00 p.m.**
- C. **Regular Board Meeting – Wednesday, June 1, 2022**
- D. 2022 ALA Annual Conference – June 23-28, 2022; Washington, DC
- E. 2022 NYLA Annual Conference – November 2-5, 2022; Saratoga Springs, NY

XV. ADJOURNMENT – Time

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