



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

REVISED AGENDA
REGULAR BOARD MEETING
7:00 PM, WEDNESDAY, SEPTEMBER 7, 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 (July 6, 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 – July - \$5,693,538.40 and August - \$5,576,742.87; Capital Projects – July - \$49,445.57 – August - \$99,174.10
 - D. Monthly expenditures to be approved for Central Library Fund
 - E. Central Library Services Aid spent to date for 2022: \$129,674.15
 - F. Chase credit card monthly report
 - G. Request for tax funds from School District - \$655,641.00 – October 6, 2022
 - H. Motion to transfer \$100,000.00 from the General Fund to the **Capital Projects Fund**
 - I. Motion to accept the E-rate FY 2021-2022 check in the amount of \$3,517.08
 - J. Motion to accept the 2021 Local Library Services Aid (LLSA) final 10% check in the amount of \$1,367.00
 - K. Motion to unassign project funds
- VII. UNFINISHED BUSINESS
 - A. Construction update
 1. Interior/Exterior Renovation & Parking Lot Expansion Project
 - B. Motion to make Landscape Design a Capital Project
 - C. Motion to make Circulation Renovations a Capital Project
 1. Smith & Pucillo Architects contract
- VIII. PERSONNEL CHANGES
 - A. Motion to accept the Personnel Calendar
- IX. COMMUNICATIONS
 - A. Emails from Levittown Public Schools
 - B. Thank you email from Jeffrey Feinsilver
 - C. Thank you card from the Pettit Family
 - D. Levittown Fire Department Thank you letter

(turn over)

X. PERIOD FOR PUBLIC EXPRESSION

XI. DIRECTOR'S PROGRESS AND SERVICE REPORT

- A. Buildings and Grounds
- B. System development
 - 1. Member Library Director Meeting – Wednesday, July 20, 2022
 - 2. NLS Board Meeting – Monday, July 25, 2022,
 - 3. MLD Executive Board Meeting – Wednesday, August 3, 2022
 - a. NLS Board Resolution in Support of Intellectual Freedom
 - 4. NLS Board Meeting – August 22, 2022,
 - 5. MLD Executive Board Meeting – September 7, 2022
- C. Public Service and Programs
- D. Department Head Reports
- E. Miscellaneous

XII. COMMITTEE REPORTS

- A. Foundation Committee

XIII. NEW BUSINESS

- A. County Energy Controls Maintenance Service Contract renewal
- B. ATI Technical Services, Inc. Preventive Maintenance proposal - \$3,546.00
- C. ATI Technical Services, Inc. service quote - \$3,874.00
- D. J & J Pirro Maintenance contract renewal - \$6,250.00
- E. Motion for the Disposition of Equipment
- F. Carpet Cleaning quotes:
 - 1. Green Choice Carpet - \$7,000.00
 - 2. JC's Carpet Cleaning - \$4,900.00
 - 3. Sears Carpet & Upholstery Care – 3,479.00
 - 4. Stanley Steemer – \$4,000.00
- G. Dell quote 3000128251050.1 - \$3,420.46
- H. Dell quote 3000128189104.1 - \$1,172.52
- I. Insight Public Sector Sled quote - \$7,040.40
- J. Food Pantry
- K. Farmingdale Student Intern
- L. Library float for Levittown's 75th-Anniversary Parade
- M. Updated Innovation Station Policy

XIV. MEETINGS AND CONFERENCES

- A. Levittown's 75th Anniversary Diamond Jubilee Dinner/Dance Celebration – Friday, September 16, 2022; 6:30 p.m. – 10:30 p.m.; Domenico's Restaurant, Levittown, NY
- B. Levittown's 75th Anniversary Parade - October 1, 2022
- C. **Regular Board Meeting – Thursday, October 6, 2022**
- D. 31st Annual Conference on Libraries and The Future: Reaching for Leadership – Friday, October 07, 2022; 8:00 a.m. - 3:00 p.m.; The Heritage Club, Bethpage
- E. **Regular Board Meeting – Wednesday, November 2, 2022**
- F. 2022 NYLA Annual Conference – November 2-5, 2022; Saratoga Springs, NY
- G. **Regular Board Meeting – Wednesday, December 7, 2022**

XV. ADJOURNMENT – Time
