



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, MARCH 1, 2023

In-person – 1 Bluegrass Lane, Levittown, NY 11756; Meeting Room 1

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

- I. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE FOR RETIRED STAFF MEMBER PHYLLIS MCCARTHY
- 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 (February 1, 2023 & February 21, 2023)
- 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: \$5,908,638.62 and; Capital Projects: \$120,715.94
 - D. Monthly expenditures to be approved for Central Library Fund
 - E. Central Library Services Aid spent to date for 2023: \$62,939.94
 - F. The monthly bills are available for the Board's review
 - G. Request for tax funds from School District: \$655,641.00 – April 6, 2023
 - H. Motion to accept the Final Construction Grant check in the amount of \$31,447.00
 - I. Motion to transfer \$100,000.00 from the General Fund to CLA
 - J. Motion to accept refund check from Securitas Security Services USA, Inc. in the amount of \$198.85
- VII. PERIOD FOR PUBLIC EXPRESSION
- VIII. UNFINISHED BUSINESS
 - A. Construction update
 1. Circulation Renovations
 - B. 2023-2024 Proposed Library Budget
 1. Motion to accept the 2023-2024 Proposed Budget
 2. Motion to approve the Budget Mailer printing and mailing cost
- IX. PERSONNEL CHANGES
 - A. Motion to accept the Personnel Calendar

(turn over)

X. COMMUNICATIONS

- A. Thank you letter from the Levittown Fire Department
- B. Message from patron

XI. DIRECTOR'S PROGRESS AND SERVICE REPORT

- A. Buildings and Grounds
 - 1. Little Free Food Pantry update
 - 2. Reference stairway repairs
- B. System development
 - 1. Member Library Director Meeting – Wednesday, February 15, 2023
 - 2. NYLA Advocacy Day – Tuesday, February 28, 2023
 - 3. MLD Executive Board Meeting – Wednesday, March 1, 2023
- C. Public Service and Programs
- D. Department Head Reports
- E. Miscellaneous
 - 1. Winterfest follow-up
 - 2. Meeting with Assemblyman Mikulin – Friday, March 3, 2023

XII. COMMITTEE REPORTS

- A. Foundation Committee

XIII. NEW BUSINESS

- A. Motion to approve the 2023/2024 Sunday schedule
- B. Motion to approve the Disposition of Records

XIV. MEETINGS AND CONFERENCES

- A. **NLS Board Meeting – Monday, March 27, 2023; 7:30 p.m.; Nassau Library System**
- B. **Regular Board Meeting – Tuesday, April 4, 2023**
- C. **Regular Board Meeting – Wednesday, May 3, 2023**
- D. Long Island Library Conference – Thursday, May 11, 2023; 8:00 a.m. - 4:00 p.m.; Melville Marriott
- E. **Library & School District Budget Vote – Tuesday, May 16, 2023; 7:00 a.m. – 8:00 p.m.**
- F. **Regular Board Meeting – Wednesday, June 7, 2023**
- G. ALA Annual Conference – June 22-27, 2023; Chicago, IL (Early Bird through March 31)

XV. ADJOURNMENT – Time
