



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

Growing with Our Commur

AGENDA REGULAR BOARD MEETING 7:00 PM, WEDNESDAY, OCTOBER 4, 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
- 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
- V. APPROVAL AND SIGNING OF MINUTES (September 6, 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: \$6,404,059.43 and; Capital Projects: \$121,132.02
 - D. Monthly expenditures to be approved for Central Library Fund
 - E. Central Library Services Aid spent to date for 2023: \$121,963.34
 - F. The monthly bills are available for the Board's review
 - G. Request for tax funds from School District: \$668,936.00 – November 1, 2023
- VII. PERIOD FOR PUBLIC EXPRESSION
- VIII. UNFINISHED BUSINESS
 - A. Construction update
 1. Library Renovations
 - B. Hydroponic Growing Garden System (Lettuce Grow)
 1. The Pollination Project Grant - \$953.50
- IX. PERSONNEL CHANGES
 - A. Motion to accept the Personnel Calendar
- X. COMMUNICATIONS
 - A. Thank you from Homebound patrons
 - B. Staff compliment from patron

(turn over)

XI. DIRECTOR'S PROGRESS AND SERVICE REPORT

- A. Buildings and Grounds
- B. System development
 - 1. Member Library Director Meeting – Wednesday, September 20, 2023
 - 2. NLS Board Meeting – Monday, September 18, 2023
 - 3. MLD Executive Board Meeting – Wednesday, October 4, 2023
- C. Public Service and Programs
- D. Department Head Reports
- E. Miscellaneous
 - 1. Fire Alarm Evacuation - Friday, September 8, 2023
 - 2. Levittown Community Council General Meeting - Monday, September 26, 2023
 - 3. Nassau County Legislative Breakfast – Friday, September 29, 2023; 8:30 a.m.; Westbury Public Library
 - 4. The Great Give Back - Saturday, October 21, 2023

XII. COMMITTEE REPORTS

- A. Foundation Committee

XIII. NEW BUSINESS

- A. Motion for the Disposition of Equipment
- B. Innovation Station
 - 1. Innovation Station Use Policy
 - 2. Innovation Station Usage Fees
 - 3. Innovation Station Statement
- C. Substitute Typist-Clerk

XIV. MEETINGS AND CONFERENCES

- A. LILRC 32nd Annual Conference on Libraries and The Future: AI in Libraries – October 06, 2023; 8:00 a.m. - 3:00 p.m.; The Heritage Club – Bethpage
- B. Levittown Fire Department Open House - Friday, October 13, 2023
- C. Staff Recognition Day – Sunday, October 29, 2023; 11:00 a.m. – 12:45 p.m.
- D. **Regular Board Meeting – Wednesday, November 1, 2023**
- E. NYLA Conference – November 1-4, 2023; Saratoga Springs, NY
- F. NCLA Annual Dinner & Installation of Officers - Thursday, November 16, 2023; 6:00 - 10:00 p.m.; Coral House; Baldwin, NY
- G. **Regular Board Meeting – Wednesday, December 6, 2023; 6:00 p.m.**
- H. NLS Annual Meeting – Wednesday, December 6, 2023
- I. **Regular Board Meeting – Wednesday, January 3, 2023**
- J. PLA 2024 Conference – April 3-5, 2024; Columbus, OH

XV. ADJOURNMENT – Time
