

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING/JULY 25,2023  
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Tuesday, July 25, 2023. The meeting was recorded in accordance with law.

Mr. Denet Alexandre, Presiding  
Ms. Vivian Street, Vice President  
Ms. Joan Soskin, Secretary  
Mr. James Johnson  
Ms. Darnett E. Davis

**Administrative Personnel Present:**

Ms. Laura Wolven, Library Director  
Ms. Beth Zambito, Assistant Library Director  
Mr. Andrew Koblick, Business Manager  
Ms. Leiah Levine, Library Clerk

**Others Present:**

Elizabeth Portillo, Staff (zoom)  
Kathleen Preston, Staff (zoom)  
Parveen Rahmet, Staff (zoom)  
Judy Joseph, Staff (zoom)  
Robert Rowe, Staff (zoom)  
Laurie Needell, Staff (zoom)  
Brian Nugent, Attorney (zoom)  
S.Thomas, (zoom) full name not provided

**President's Report-** Mr. Alexandre had nothing to report.

A **motion** was made by Ms. Soskin, seconded by Ms. Street and carried to **approve the minutes of the regular meeting of June 20, 2023.**

A **motion** was made by Ms. Street, seconded by Ms. Davis and carried to **approve the bill list for July 25, 2023.** Ms. Davis inquired about Library fines. Ms. Soskin questioned Jo-Ann Stores, LLC. The Director explained they provide online craft services for the Youth Services Department and for the Makerspace. Ms. Street inquired about RCLS.

A **motion** was made by Ms. Street, seconded by Ms. Davis and carried to **approve the Financial Reports for June 2023 as presented.** Final approval of financial report was tabled until September 2023 meeting when final report should be available.

**Library Statistical Report-** The statistical report for June 2023 will be filed with the minutes of the meeting.

**Library Director's Report-** See written report.

**Union Representative Report- None**

**Public Comment: None**

**Correspondence Received:** Elizabeth Portillo, Head of Youth Services, received complimentary emails from school district teachers and principals regarding the Library's Youth Services programs and school visits.

**Unfinished Business:**

A motion was made by Ms. Street, seconded by Ms. Davis and carried to **approve the Makerspace policies and procedures pending any other review.**

A motion was made by Ms. Street, seconded by Ms. Davis to **approve the 2024 Library Calendar with necessary changes.**

Salary increases for exempt personnel was discussed and tabled.

**New Business:**

A motion was made by Ms. Street, seconded by Mr. Johnson and carried to **approve a change order for the parking deck project to Schnell Contracting Limited, LLC for \$81,720.00.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **approve the resignation of Tammy Feldman, Library Clerk Typist II, Circulation Department, effective July 14, 2023.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **approve the retirement of Lisa Allen, Library Assistant, Youth Services Department, effective July 15, 2023, after 17 years of service.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **approve the discontinuation of employment for Gabriela Zino-Villanueva, Youth Services Department, effective at the end of business July 14, 2023, after 9 years of service.**

A motion was made by Ms. Street, seconded by Ms. Davis and carried to **approve the provisional appointment of a Library Clerk Typist II position in the Circulation Department.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **approve the posting of a Library Assistant in the Youth Services Department, replacement of recent retiree.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **approve the posting of a Librarian I in the Youth Services Department, replacement of recent employee.**

The establishment of a Clerk-Typist (Spanish Speaking) position in Circulation was discussed.

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the establishment of a Public Information Specialist position, Administration Department, pending approval from Rockland County.**

A motion was made by Ms. Street, seconded by Mr. Johnson and carried to **approve the continuation of a hiatus for the August 2023 Board Meeting and resume in September 2023.**

A motion was made by Ms. Street, seconded by Ms. Davis and carried to **authorize the Director to submit 2023-2024 Construction Grants to committee.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **move into executive session.**

**The board moved into executive session at 8:04 p.m.**

A motion was made by Ms. Street, seconded by Ms. Soskin and carried to **move out of executive session.**

**The board moved out of executive session at 8:58p.m.**

Personnel matters were discussed.

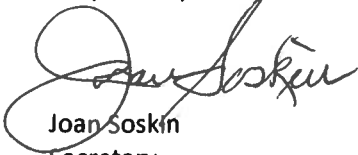
Legal matters were discussed.

A motion was made by Ms. Soskin, seconded by Ms. Street and carried to **adjourn.**

**The meeting of the board of trustees was adjourned at 9:11 p.m.**

**THE REGULAR MEETING OF THE BOARD OF TRUSTEES WILL BE HELD AT 6:30 PM ON WEDNESDAY, SEPTEMBER 27, 2023.**

Respectfully submitted.



Joan Soskin  
Secretary

(Notes taken by Leah Levine)



Denet Alexandre  
President, Board of Trustees