

**FINKELSTEIN MEMORIAL LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING/SEPTEMBER 27,2023
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, September 27, 2023. The meeting was recorded in accordance with law.

Mr. Alexandre called the meeting to order at 6:37pm with the following members present:

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 (zoom)
Mr. Andrew Koblick, Business Manager
Ms. Leah Levine, Library Clerk

Others Present:

Elizabeth Portillo, Staff (zoom)
Parveen Rahmet, Staff (zoom)
Judy Joseph, Staff (zoom)
Robert Rowe, Staff (zoom)
Laurie Needell, Staff (zoom)
Abigail Toral, Staff (zoom)
Lisa, Last name not provided (zoom)

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

A **motion** was made by Ms. Soskin, seconded by Ms. Davis and carried to **approve the minutes of the Organizational Meeting of July 25, 2023.**

A **motion** was made by Ms. Soskin, seconded by Ms. Davis and carried to **approve the minutes of the Regular Meeting of July 25, 2023.**

A **motion** was made by Ms. Street, seconded by Ms. Davis and carried to **approve the bill list for August 2023.**

A **motion** was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the bill list for September 2023.**

A **motion** was made by Ms. Street, seconded by Ms. Soskin and carried to **approve the Financial Reports for June 2023, July 2023, and August 2023.**

RESOLUTION

A **motion** was made by Ms. Davis, seconded by Ms. Soskin and carried to **approve the June 30, 2023 Audit.**- See Resolution.

A **motion** was made by Ms. Street, seconded by Mr. Johnson and carried to **approve the increase of \$500.00 to the Youth Services Program Budget.** - See Resolution.

A **motion** was made by Ms. Street, seconded by Mr. Johnson and carried to **approve the transfer of monies to the Finkelstein Memorial Library's NYLAF account.** – See Resolution.

Library Statistical Report- The statistical report for July 2023 and August 2023 will be filed with the minutes of the meeting.

Library Director's Report- See written report.

Union Representative Report- Laurie Needell, Union Vice President represented for the Union President. Library staffing was discussed.

Public Comment: None

Correspondence Received: None

Unfinished Business:

A **motion** was made by Ms. Street, seconded by Ms. Soskin to **approve the 2024 Library Calendar.**

A **motion** was made by Ms. Davis, seconded by Ms. Street and carried to **approve the establishment of a Clerk-Typist (Spanish Speaking) position, Circulation Department.**

The review of Trustee bylaws were tabled.

A **motion** was made by Ms. Street, seconded by Ms. Davis and carried to **approve the salary increase of 2.5% to exempt personnel with any exceptions, retroactive to July 1, 2023.**

New Business:

A **motion** was made by Ms. Soskin, seconded by Ms. Street and carried to **approve the provisional appointment of Arlene Mate-Elkholy, Library Clerk Typist II, Circulation Department, effective August 15, 2023.**

A **motion** was made by Ms. Soskin, seconded by Ms. Street and carried to **approve the appointment of Mark Hershberger, Library Assistant, Youth Services Department, effective September 26, 2023.**

A **motion** was made by Ms. Soskin, seconded by Ms. Street and carried to **approve the appointment of Asheen Faisal, Clerk-Typist (PT), Adult Services Department, effective August 29, 2023.**

A motion was made by Ms. Soskin, seconded by Ms. Street and carried to approve the appointment of John Ballard, Library Assistant (PT), Adult Services Department, effective July 10, 2023.

A motion was made by Ms. Davis, seconded by Ms. Street and carried to approve the RCLS Budget.

FML Investment Policy was tabled.

FML Duties of Treasurer (DRAFT) was tabled.

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

The board moved into executive session at 8:20 p.m.

Personnel and legal matters were discussed.

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

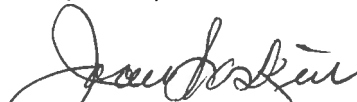
The board moved out of executive session at 9 p.m.

A motion was made by Ms. Street, seconded by Mr. Johnson and carried to adjourn.

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

THE REGULAR MEETING OF THE BOARD OF TRUSTEES WILL BE HELD AT 6:30 PM ON WEDNESDAY, OCTOBER 25, 2023.

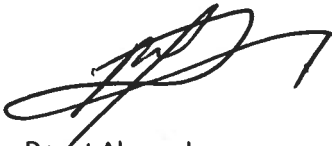
Respectfully submitted.



Joan Soskin

Secretary

(Notes taken by Leah Levine)



Denet Alexandre

President, Board of Trustees
