

**FINKELSTEIN MEMORIAL LIBRARY
BOARD OF TRUSTEES
SPECIAL MEETING/JULY 31, 2025
MINUTES**

The special meeting of the Board of Trustees was held both in person and by video conference on Thursday, July 31, 2025. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 5:37 p.m. with the following members present:

Ms. Esther Waldman, Vice President, Ms. Yehudis Gottesfeld, Secretary (zoom), Mr. James Johnson, Ms. Joan Soskin (zoom), Ms. Goldie Golding, Mr. Yossi Rubinstein (zoom).

Administrative Personnel Present:

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

Others Present via zoom:

Mr. Mendy Glick, Library Treasurer (In person), Elizabeth Portillo (Staff), Kathleen Preston (Staff), Jessica Gordon (Staff), Parveen Rahmet (staff), Cesar Vasquez (Staff), Abigail Toral (Staff), TW (Full name not provided).

A **motion** was made by Ms. Waldman, seconded by Ms. Golding and carried to **approve the agenda with additions**.

The Financial Report for April, May and June of 2025 have been tabled until the August 27, 2025 Regular Board Meeting.

Library Statistical Report- The statistical report for June 2025 was reviewed with suggestions.

Library Director's Report- The report was presented.

Correspondence Received: None.

Committee Report:

Budget and Finance: Darnett Davis, Acting Board President, Chair: Meeting on July 18, 2025. The Committee discussed overbilling from a vendor that resulted in the Library receiving a refund check. July Invoices and dispute with billing was discussed. The payroll schedule and the Library's commitment to the Teen Scholarship was discussed.

Personnel: Darnett Davis, Acting Board President, Chair: Meeting on July 14, 2025, to discuss further in executive session.

Advocacy and Fundraising: None

By-Laws and Policy: Esther Waldman, Chair: None, the meeting was scheduled was canceled.

Strategic Planning: Joan Soskin, Chair: None, the Committee will meet in the beginning of September 2025.

Buildings and Grounds: None

Unfinished Business:

1. Staff Appreciation was tabled for the Personnel Committee to discuss.

New Business:

1. A **motion** was made by the Personnel Committee, seconded by Mr. Johnson and carried to **approve to fill a Full-Time Custodian I position, promotion from Custodial Worker.**
2. A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **appoint George Varghese, Library Assistant (PT), Adult Services Department, effective August 3, 2025.**
3. A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried **approving the New York State and Local Retirement Standard Work Day Resolution.**
4. A **motion** was made by the Personnel Committee, seconded by Ms. Golding and carried to **amend the Personnel Policy with Travel Policy.**
5. A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld and carried to **approve the Grant Resolution.** – See Resolution.
6. A **motion** was made by the Finance Committee, seconded by Mr. Johnson and carried to **approve the Security camera contract with Simon Security System.**
7. A **motion** was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried **requesting the Library Director to look into space in the Youth Services Department for the Traditional Collection.** Ms. Elizabeth Portillo, Head of the Youth Services Department, shared a letter for the Board of Trustees regarding the separation of Traditional Jewish Books in the Children's Room.
8. A **motion** was made by the Personnel Committee, seconded by Ms. Golding and carried to **approve to fill a Custodian (PT) position, promotion from Custodial Worker (Substitute).**
9. A **motion** was made by the Finance Committee , seconded by Ms. Golding and carried to **approve the Teen Scholarship of \$1,000 to one member of the Teen Advisory Board for the 2025/2026 fiscal year.**

A **motion** was made by Ms. Golding, seconded by Ms. Davis to **move into executive session for Personnel matters.**

The board moved into executive session at 6:40 p.m.

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

The board moved out of executive session at 7:10 p.m.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve salary increases for individual exempt employees.** Letters have been placed in Ms. Wolven's personnel file, Ms. Zambito's personnel file, Mr. Ninivaggi's personnel file, and Ms. Levine's personnel file.

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

The meeting of the board of trustees was adjourned at 7:14 p.m.

THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, AUGUST 27, 2025.

Respectfully submitted.

Leiah Levine
Clerk to the Board of Trustees

Darnett Davis
Board President