

**FINKELSTEIN MEMORIAL LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING/AUGUST 27, 2025
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, August 27, 2025. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 6:31 p.m. with the following members present:

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

Administrative Personnel:

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

Present:

Mr. Mendy Glick, Library Treasurer

Others Present via zoom:

Laurie Needell, Union Vice President, Michelle Gutierrez (staff), Kathleen Preston (staff), Robert Rowe (staff), Chris Coleman (staff), Parveen Rahmet (staff), Judy Joseph (staff), Ana Cabrera (Staff), Cesar Vasquez (Staff), Staff (Library Zoom Class).

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

President's Report- A report was presented by Ms. Davis.

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the minutes of the Organizational Meeting of July 23, 2025 with corrections.**

A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **approve the minutes of the Regular Meeting of July 23, 2025 with corrections.**

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the minutes of the Special Meeting of July 31, 2025.**

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve the amended bill list for August 2025, omitting check run 695. *The New York State Insurance Fund payment made in the miscellaneous run is in question.***

A **motion** was made by Ms. Waldman, seconded by Ms. Soskin and carried to **approve the July 2025 Payroll Journals.**

A **motion** was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the Financial Statement for April, May and June of 2025 with the amended wording of Statement in lieu of Report.**

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **transfer \$1 million from NYCLASS (New York Cooperative Liquid Assets Securities System) to the M&T bank account.**

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve payment of the retirement bill from the New York State and Local Retirement System by December 15, 2025.**

The Board has requested the Treasurer to present a brief report for future meetings, and will be on the agenda.

Library Statistical Report- The statistical report for July 2025 was not presented.

Library Director's Report- **The report was presented.** *Ms. Waldman commented on new laws, gave praise to the Security Staff, and commented on the Landscaping. Mr. Rubinstein commented on Museum passes and recommendations were made regarding a Museum report and Museum advertising suggestions were made.*

Union Representative Report- Ms. Needell was present via zoom and commented there was nothing to report. Ms. Davis sent regards to the Staff.

Public Comment: None

Correspondence Received: None

Committee Report:

Budget and Finance: Esther Waldman, Vice President, Chair: The Committee met regarding Business Expense Advisors, and Paychex.

Personnel: Darnett Davis, President, Chair: The Committee met and discussed Staff Appreciation, positions needed, Sunday overtime hours.

Advocacy and Fundraising: Yehudis Gottesfeld, Secretary, Chair: Ms. Gottesfeld recommended Ms. Woven and or Ms. Davis for guidance. A book drive was discussed.

By-Laws and Policy: Esther Waldman, Vice President, Chair : A discussion regarding amendment of the By-laws in or to amend the Personnel Policy Manual.

Strategic Planning: Joan Soskin, Chair: Nothing to report. Ms. Waldman commented on Focus Groups, and raffles for Gift Cards.

Buildings and Grounds: Yossi Rubinstein, Chair: There has not been a meeting as of yet, Mr. Rubinstein brought up concerns regarding the grounds of the Library and questioned the blue structure at the front entrance to the building.

Unfinished Business:

1. Youth Services Traditional Collection was discussed. Ms. Wolven, as requested, looked into a space in the Youth Services Department. Suggestions were made regarding a permanent display, book drive, and grants for Jewish books.
2. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **approve the idea of Staff Appreciation for a catered event in June 2026 between the hours of 12 p.m. to 2 p.m. and 4 p.m. to 6 p.m. Details to follow.**
3. A **motion** was made by Ms. Waldman, seconded by Ms. Davis to **approve Stephanie Cole Adams as a second attorney for the Library.**

New Business:

1. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **appoint Nathalie Jean Paul, Library Clerk I, Circulation Department, effective Monday, July 21, 2025.**
2. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **appoint Cesar Vasquez, Custodian I, Buildings & Grounds Department, effective Monday, August 18, 2025.**
3. A **motion** was made by the Personnel Committee, seconded by Mr. Johnson and carried to **appoint Maria Vanessa Cipolla, Public Information Specialist, Adult Services Department, effective Monday, August 18, 2025.**
4. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **accept the resignation of Judy Lipstein, Library Clerk I, Circulation Department, effective Friday, July 4, 2025 for purposes of retirement.**
5. A **motion** was made by the Personnel Committee, seconded by Mr. Rubinstein and carried to **approve to fill a Clerk-Typist (PT) position in the Circulation Department.**
6. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **approve to fill a Clerk-Typist (PT) position in the IT Department.**
7. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **approve to establish and fill an Administrative Assistant (PT) in the Administration Department.**
8. A **motion** was made by the Personnel Committee, seconded by Mr. Rubinstein and carried to **approve to fill a Librarian I position in the Youth Services Department.**
9. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **approve to fill a Library Assistant position in the Adult Services Department.**

10. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **approve the 2026 Library Calendar with adjustments.**
11. By-Laws were not discussed and tabled as they are still under review.
12. A **motion** was made by the Personnel Committee, seconded by Ms. Waldman and carried to **limit the Overtime use in Buildings & Grounds, and Security to only five (5) hour shifts on Sundays.**

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

The meeting of the board of trustees was adjourned at 9:00 p.m.

THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, SEPTEMBER 17, 2025.

Respectfully submitted.

A handwritten signature in black ink, appearing to read 'Leah Levine', written over the text 'Respectfully submitted.'

Leiah Levine
Clerk to the Board of Trustees

A handwritten signature in black ink, appearing to read 'Darnett Davis', written below the signature of Leah Levine.

Darnett Davis
Board President