

**ROCKVILLE CENTRE PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**August 23, 2022**  
**Minutes**

**PRESENT**

Present were Trustees Rebecca Nothel, Melissa Sorvillo, Nadine Kelly, Michael Lucchesi and Meryl Sussman. Also present were Catherine Overton, Library Director, Susan Finck, Assistant Director, Priscilla Tringali, Clerk of the Board and audience members.

**CALL TO ORDER**

The meeting was called to order at 7:32 pm by Board President Nothel.

**APPROVAL OF MINUTES**

Having read the Director's report prior to the meeting, on a motion made by Ms. Kelly, seconded by Mr. Lucchesi, the Board voted unanimously to approve the Amended Minutes of the July 19, 2022 Reorganization Meeting.

On a motion made by Ms. Sorvillo, seconded by Ms. Kelly, the Board voted unanimously to approve the Minutes of the July 19, 2022 Board Meeting

**FINANCIAL REPORT**

On a motion made by Ms. Kelly, seconded by Ms. Sorvillo, the Board voted unanimously to approve payroll checks, electronic federal tax payments, and checks in payment of bills as presented to the Board in the financial packet. All items on the warrants were reviewed by all Board Members, the Library Treasurer and the Library Director prior to the Board Meeting.

Payroll

7/21/22	Check # 24282	\$308.85
	Vouchers # 4719746 – 4719794	\$47,769.77
	NYS-DCP Payment	\$5,717.83
	FICA/MED & EFT Payment	\$17,826.88
	New York State Tax EFT	\$2,853.95
	Accu Data Corp ACH Debit Payment	\$164.16
8/04/22	Check # 24283	\$193.24
	Vouchers # 4754981 – 4755028	\$43,759.98
	NYS-DCP Payment	\$5,590.39
	FICA/MED & EFT Payment	\$15,770.86
	New York State Tax EFT	\$2,453.25
	Accu Data Corp ACH Debit Payment	\$131.81

8/18/22	Checks #	\$0.00
	Vouchers #4795182 – 4795231	\$46,365.57
	NYS-DCP Payment	\$5,423.51
	FICA/MED & EFT Payment	\$16,911.86
	New York State Tax EFT	\$2,683.40
	Accu Data Corp ACH Debit Payment	\$178.56

Approval of Checks in Payment of Bills  
General Fund

7/21/22	Check # 21766 –21799	\$67,624.98
7/31/22	RIR	\$1,548.55
8/04/22	Check # 21800 – 21824	\$18,410.09
8/18/22	Check # 21825 – 21864	\$80,506.09
8/31/22	RIR	\$1,353.40

### ANNOUNCEMENTS

- Nassau Library System Mass Mailer Promotion – Hello Library!  
NLS is sponsoring a county-wide mass mailing to non-patron households. In September, for Library Card Sign Up Month, postcards will be sent to those households with the goal of informing non-library card holders of all the resources and services libraries have to offer including the resulting monetary savings. Those households with overdue fines will not receive a mailing.
- The Library received the following reimbursements from the Nassau Library System:
  - Erate for fiscal year 2021-2022: \$3,517.08
  - E-commerce for second quarter 2022: \$128.82

### CORRESPONDENCE

- The suggestion box notes were reviewed by the Board.
- Edna Ritzenberg, a long-time book discussion moderator for the Library, thanked the Library for the condolences on the passing of her husband.
- HDDIC.org thanked the Library for a donation of eight chairs to its organization. The chairs, which were from our teen area, were placed in two of their shelters.

### COMMITTEE REPORTS

- Budget and Finance – None
- Personnel – None
- Facilities and Technology – None
- Policy – Electronic Monitoring Policy was submitted to the Committee prior to the meeting for their review. See Unfinished Business.

**DIRECTOR'S REPORT**

Ms. Overton reviewed her written report with the Board.

**UNFINISHED BUSINESS**Amended Reorganization Meeting Minutes – July 19, 2022

At the July Reorganization Meeting, there was a question regarding the difference between an official depository bank and a general depository bank. For clarification, Ms. Overton forwarded the question to the Library's accountant, Al Coster. He advised that he was not aware of any difference in banking terminology.

Mr. Coster suggested revising the language of the motion as follows. He felt using general language regarding the FDIC limit allowed the limit to change without having to adjust the wording of the motion. He had the same reasoning for the \$3.5 M figure – it is substantially over the current amount the Library has in the bank.

*Motion to designate Signature Bank as the official depository bank for monies received by the tax levy or otherwise, with any amount over the FDIC limit to be collateralized and no more than \$3,500,000 to be on deposit at any time.*

The Board unanimously approved the amended language.

Electronic Monitoring Policy

Executing last month's Board resolution to comply with the mandates of New York State's Electronic Monitoring Law, Ms. Overton emailed the Notice of Electronic Monitoring to the staff. This refers to use of the Library's equipment and rvcpl.org email accounts. Few staff members have signed the form but all staff received it. The Notice of Electronic Monitoring was conspicuously posted in staff areas, as required by the law.

Ms. Overton drafted a policy outlining the steps the Library must follow to comply with the law and the attorney's recommendation and submitted the draft to the Policy Committee for their input. The Committee made a number of revisions which Ms. Overton incorporated into the second draft.

After discussion, on a motion made by Ms. Sussman, seconded by Ms. Kelly, the Board voted unanimously to approve the Electronic Monitoring Policy with the suggested changes.

2022 – 2023 Construction Grant: Elevator Reconstruction

Ms. Overton completed and submitted the application to NLS for this year's New York

State Library Construction Aid cycle. NLS staff reviews all member library applications before submitting them to the State in October. The standard funding request is for half the construction costs.

Chris Hunt (John A. Grillo Architects) advised documents are being prepared for bidding in early September.

## **NEW BUSINESS**

### Security Services

Ms. Overton is in the initial stages of writing a request for proposal for security guard services. The proposal would be reviewed by the attorney before submitting it to the Board. Additionally, she plans to investigate the cost of installing a keyless entry system and the availability of safety grants for non-profits.

### Equipment Deaccession

- Ms. Overton offered the train that was in the Children's Room to Rockville Centre organizations. St. Mark's Nursery School will be pleased to take it once they locate a truck or van large enough to transport it.
- As mentioned in Correspondence, the Library donated eight chairs to HDDIC (Hopes, Dreams, Dedication, Inspiring, Change). This information will be given to our auditors.
- There are a number of computers and monitors in storage that have been dismantled to provide spare parts for newer models. Ms. Overton requested and received permission to properly discard them. A list of the types of computers and tag numbers will be compiled and submitted to the Board and auditors. Ms. Sussman mentioned local colleges sometimes need discarded computers and monitors for their technology students to dismantle as part of their program. Ms. Overton will follow up this suggestion.

## **MISCELLANEOUS**

### Library Audit Year Ended June 30, 2022

Baldessari and Coster will be onsite for two days – September 6 and 7. The Administrative staff has been corresponding with our auditors and preparing the requested audit items for the 2021/2022 fiscal year. Ms. Overton will request the auditor's guidance on updating the Library's Cash Investment Policy.

### Breakfast with the Board

The Board wishes to host a breakfast for the staff on Tuesday, September 13 at 9:00 a.m. in recognition and appreciation of a job well done throughout the year. Ms. Overton and Ms. Finck will organize this.

Personnel

The Library hired two part-time typist clerks for the Circulation Desk, Daniel Potter and Seyon Sinclair. Welcome to the RVCPL team!

RVC Library Friends

Thank you to the Friends for sponsoring:

- Two Arts and Leisure Programs totaling \$775
  - September 18 – Live in Concert: 4 Ways from Sunday
  - October 26 – The Crown: History vs. the Hit Netflix Series
- Long Island Museum (Stony Brook) (\$275)
- Nassau County Fire Fighters Museum (\$270)
- Raynham Hall (\$275)

Due to the success of the first event, the Friends are holding another High Tea with local author Maureen Reid. It will be held at Polka Dot Pound Cake on Tuesday, September 20 from 12-2 pm. Maureen Weissler once again designed the tickets which will be sold at the Reference Desk starting August 22; the cost is \$50.

Ellen Grossman announced that on October 15, the Friends will be holding a family event at the Recreation Center – A Madhatter Tea Party. The Backyard Players will provide entertainment, Polka Dot Pound Cake will provide refreshments along with other fun activities and raffles.

Sandel Senior Center

Ellen Berman sent an email thanking the Library for its sustained participation with the Sandel book discussion group. Ellen is the long-time moderator for the group which celebrated its 22<sup>nd</sup> anniversary this month!

Emergency and Exit Lighting

Ms. Overton solicited a proposal from James Tech Electric to upgrade the Library's emergency and exit lights to LED fixtures. The proposal included replacing 28 units for a sum of \$5,500.

A portion of this work, 21 units, was included in the Library's 2021 – 2022 Library Construction Grant. NYSED is backlogged and has not released approval notices. The Library is expected to receive \$1,800 for the LED light fixtures.

After a discussion concerning whether the fixture batteries are rechargeable and their expected life span, Ms. Overton will inquire about these specifics and report her findings to the Board. Following the discussion, on a motion made by Ms. Kelly, seconded by Ms. Sorvillo, the Board voted unanimously to accept James Tech Electric's proposal to upgrade the emergency and exit lights to LED fixtures for a sum of \$5,500.

## **ASSISTANT DIRECTOR/HEAD OF ADULT SERVICES REPORT**

Ms. Finck reviewed her written report with the Board.

### Statistics

The updated *Chartered to Serve* populations are now available from the State Library. This information is based on the 2020 Census. The RVC library community has grown by 9.8%. We are one of the top five libraries in terms of increased population growth. It is interesting to note that of the 54 Nassau Libraries we rank #24<sup>th</sup> for total population but we consistently rank in the top 10-15 in total circulation each month.

During the month of July, a total of 1,856 patrons attended programs.

### Marketing and Promotions

The month of September signals the end of summer, back to school, sweater weather, and, of course, Library Card Sign-Up Month. Maureen designed personalized candy bars and clever postcards to promote a Card-A-Friend campaign. We are encouraging current patrons to spread the word about all the great things you can do with your library card. Postcards that patrons can give to friends, neighbors or coworkers who don't have a library card will be available at all service desks. New cardholders will receive a sweet treat and be able to enter the name of the person who referred them into a raffle for a fun prize. Representatives from each department were invited to a meeting to learn about the Library Card Month campaign and offer suggestions. Jen M. is going to design a Tree that we can use as a visual metric of new library cards issued in September.

### Strategic Planning

The survey with the suggested changes was forwarded to the Board on August 19. One of the additions to the survey is that patrons who complete it will receive a raffle to win a basket. Anyone who submits the survey electronically will have the option of including their email address so they can be entered into the drawing. We plan to wait until October to send the survey so we don't step on the Library Card sign up promotion.

### Continuing Education

Ms. Finck gave the Board a copy of the report detailing the continuing education programs staff attended in July.

## **Department Head Reports**

Technical Service Department  
Department Head – Tricia Marino

The Technical Services Department, which includes the pages, had a busy July. We issued 191 new library cards to patrons. We circulated 11,929 items and added 543 items to our collection. When we add items, we need to cover them, receive them in Sierra, enter all the cataloging information and have them ready for their release date.

Some of the major projects we worked on this month were the relabeling of romance novels so their call numbers were similar to other sections in fiction. We changed the loan rules for our audiobook collection. They now circulate for 28 days instead of 14. The clerks and pages are helping to relabel them all.

Five patrons contacted us online for library cards. Each person was contacted to let them know what they need to bring to the library to get a card.

The reference staff reviews numerous professional journals and initials the books that they feel we should add to our collection. Ms. Marino then looks over these suggested titles to determine which books to order in Baker & Taylor.

One of our pages, Ian, is leaving for his first year of college. We are all a little sad because he is such a great employee. Another page, Chris, will also be returning to college and working at the library on school breaks.

Ms. Marino hired two new part-time clerks, Seyon and Dan. They will work in the day/evenings during the week and weekends. They will be great additions to our staff.

#### Youth Services Board Report Department Head – Jennifer Marino

Summer has been going well and going fast in Youth Services. This year we changed to brag tags as our weekly summer reading prizes. Each week we had four new brag tags for kids to choose from, to keep them interested and motivated throughout the summer. The brag tags seem to be a big hit. Ms. Marino had a feeling there would be a big overlap between kids who use the library and kids who like to collect things. It's been fun seeing them come in with their necklaces full of tags. We will continue to give out brag tags during the year for holidays, winter reading and other special events.

Using the brag tags presented a challenge in bringing back the weekly guessing jars during summer reading. In the past we put the next week's prize in the guessing jar (pencils, magnetic bookmarks, etc.). Nora Ehrling came up with some ideas for this year and we paired them with matching prizes for the guessing jar winners. For example, the winners of the guessing jar full of magnetic letters won Scrabble Jr. and Boggle. We also had jars full of Lego blocks, puzzle pieces, crayons, shells, and shredded books.

#### Class Visits/Outreach

Rosa Lee Young Childhood Center

The school age group from Rosa Lee Young has been coming weekly on Tuesday

mornings. Liz Vorbach hosts them for an hour. They read a story, do a craft and participate in summer reading by recording their books, making a guess for the guessing jar and picking out brag tags. Liz said, "I always enjoy it, but this year has been special for me – definitely worth the extra work each week."

### RVC Summer PreK

We had eight classes visit the library over two days in July. We provided a storytime and the students checked out books with their new library cards. Many thanks to the Circulation Department for making so many cards, organizing them and then checking out all the students on the day of their visit.

### Dr. Martin Luther King, Jr. Community Center

Both Margaret Capobianco and Nora Ehrling visited the center to work with the kids in their summer program. Nora did arts and crafts with the kids, including a project highlighting abstract artist Alma Thomas. The students each worked on a puzzle piece to make one big collaborative art project that is now on display in the children's room. Margaret worked on STEAM projects with the kids. They observed chemical reactions by cleaning pennies with vinegar and baking soda; using M&Ms to see how sugar interacts with vinegar; and they made bubbles.

### Returning Favorites

This summer saw the return of several successful programs from the past. Ellen Fox ran Rhyme Time, a play and circle time program for babies, for the first time since the pandemic. The parents enjoyed interacting with each other and having the kids interact as well. It also gave Ellen a chance to promote the fall sessions of 1-2-3 Play with Me and Mother Goose. Nora and Janet McCarthy brought back Craft Buddies this summer, which brings together teen volunteers and little kids to work on craft projects in the children's room. Last summer we did craft programs as take and makes.

Another returning favorite is Tape Town, the program that features small, cardboard buildings, tape "roads" and miniature road signs that kids can explore with toy cars. Jen Rebmann brought it back this summer and she is looking forward to improving the buildings she has made, including an airport and a bank, and adding some new things like a train station and maybe a post office.

### Social Media

Our librarian trainee, Meaghan Barbari, has been doing a great job of getting the photos from our programs onto social media. It's been great to have a go-to person to not only post the photos, but also keep them organized on our server. Meaghan has truly been a delightful addition to our department. And she is hoping to plan her first program in November on the theme of Dinovember.

Patron Interactions

Most of us would agree that one of the best and most satisfying parts of our job is finding books for patrons, whether that is introducing a new generation to classics or tracking down an obscure childhood favorite. Emily Corvelle had the joy of introducing a boy to Beverly Cleary's books. After recommending them to a mom who wanted to read aloud to her son, the mom came back to the library to report that the suggestion was wonderful and her son had loved one of the Ribsby Books.

Liz and Jen faced a mystery featuring a red door. A mom, Jennifer Perna, came in looking for books for her daughter and also asked us if we could help her find a book she remembered from her childhood (1980s) about a boy who moved to a new house and was sad about leaving behind his red door. Liz and Jen feverishly searched while she was in the library and then Jen took her contact information in case she came up with it after Ms. Perna left. Jen posed the question to the Youthserv listserv of children's librarians in Nassau County and one of the librarians found it! The book is called *The Red Door* by Edith Raymond Locke, and while no libraries owned it since it came out in 1965, she was able to send her links to a review in Kirkus and to Amazon, which had several used copies. The patron was overjoyed! To quote from her emails: "Omg thank you so much! This is the book! I am so happy I could cry! Really appreciate all the work you did to find it!! You guys are amazing!"

We also received this lovely note from a patron:

Hi,  
My daughters (Everly and Emma) finished the ocean of possibilities reading challenge. They read all the books and used the sticker to mark their accomplishments. Thank you for an unforgettable summer! Everly and Emma enjoyed it so much and best of all, the girls learned the value of reading.  
We love RVC Library!  
Jenny (Everly and Emma's mom)

Reference Department  
Department Head Susan Finck

Adult Summer Reading Challenge

As of August 17, we have 128 people registered for the Adult Summer Reading Challenge. We received 161 digital reviews and 95 paper reviews. Maureen designed a beautiful beach-themed board to display some of the fabulous reviews we received. It is located directly across from the Circulation Desk. We awarded the six weekly prizes. All the winners were so pleased with their gift cards to local businesses. We are encouraging everyone who completed at least six challenges to submit their completed checklist so we can enter them into the final summer reading prize drawing. Winners will receive one of the gift baskets on display in the glass case near the elevator.

Submissions have already started to come in. The last day to submit an entry is August 31<sup>st</sup>. Winners will be notified on September 1<sup>st</sup>.

### Monday Mysteries

Twenty enthusiastic readers attended the August 1<sup>st</sup> Virtual Monday Mystery Book Discussion on author Sasha Rothchild's debut book, *Blood Sugar*. According to Eileen M., all readers who she recommended the book to, were enthralled. Eileen describes it as a page turner with a memorable anti-heroine you can't help but root for. She had wonderful conversations with the group about sociopaths, psychopaths, Type 1 Diabetes, etc. The entire group is eagerly awaiting Ms. Rothchild's next book.

### Reader Advisory Lists and Displays

Rockville Centre readers love our Staff Picks table filled with books we've enjoyed and recommend they try. To further enhance that experience, Eileen M. inter-library loaned multiple copies of two books we read (called staff monthly picks) that were wildly popular among the staff. This was done to get our favorites into more patrons' hands. Fifty copies of *The Cage* by Bonnie Kiestler flew off the table and all who returned after reading it raved about the plot, character development, pacing and denouement. Another favorite is *Lightning Strike* by William Kent Krueger. This historical fiction/mystery is a prequel to the popular Cork O'Connor mystery series – a wonderful bildungsroman set in a town alongside a Minnesota Indian reservation during the 1960's. Seventy-five copies of this favorite were inter-library loaned for the month.

David McCullough, the incomparable non-fiction writer/historian and two-time Pulitzer Prize winner for *John Adams* and *Truman*, died at 89. Our patrons always loved his wonderful books and Eileen M. put out a tribute table in his memory for people to read, or perhaps re-read, his incredible body of work including *The Great Bridge, 1776*, *The Wright Brothers*, *The Pioneers*, *The Johnstown Flood*, *The American Spirit*, etc.

Prolific action/adventure author Stuart Woods also passed away this month at age 84. He was the author of 90 novels and a popular selection on our Best Sellers club list. To commemorate his amazing career, Eileen M. set up a table of many of his regular and large print books for our patrons to enjoy.

Avid RVCPL readers are always looking for book recommendations and seek out book lists for a good suggestion. Eileen M. compiled three new lists this month to help them find their next good read. *Books Set on LI*, *Back to School Reads* and *During These Trying Times, Try Funny Fiction* contain many suggestions should they want a local setting, novels about students, teachers and parents in academic settings or books that are funny to get away from it all.

### Back Entrance Book Display

For the month of July Lisa did Beach Reads for the display. Summer is the perfect time to pick up a light book and read on the beach or by the pool. As a result, these books have been flying out of the building. Lisa replaces the books throughout the day as patrons make their selections.

### Marketing and Promotions

Eileen F. worked with Rob Siegel to ensure that all of the flyers needed to advertise our programs are produced and put out on the floor in a timely manner. This month they added flyers for our exercise programs providing some much needed exposure for some of the classes we offer. They also collaborated on a flyer for our staff monthly pick table. Additionally, Eileen F. submitted content for the Rockville Centre Living Magazine.

### Museum Pass Program

The museum passes require a bit of maintenance from time to time. Eileen F. worked with Joanne on renewal dates and payments and reviewed the museum hours and closings, particularly holiday closings, so our records can be updated.

### Collection Maintenance & Development

- Eileen F. is actively weeding the reference section.
- Lisa continues to weed the 900's. She will pull a section off the shelves and go through the statistics on each book and decide whether we need to discard or keep the book. She then determines if we should replace it with another book on that particular subject.
- Aaron completed weeding the entire large type collection. He conferred with Eileen M. before discarding any titles since this collection is so popular with the Library To Your Door patrons. He is also currently reorganizing and ordering titles for the Adult Graphic Novel area and has started weeding areas of the fiction collection that have not circulated in 5 years.
- Lisa manages our High Demand List. Each week she reviews the Nassau Library System high demand list for the Library. She reviews to ensure we have enough copies of any high demand titles. She also tries to predict if any titles will be in high demand based on reviews, lists, media, and journals.
- Lisa selected and added eight new titles to our pre-loaded Kindles for July, including two Colleen Hoover books which have been very popular with our patrons.
- Amy is reviewing the Books on CD collection. She is looking at materials that have not circulated in five years and determining if they are damaged, need to be replaced or available on different platforms. Since only about 2% of this collection circulates per month we anticipate this collection will be reduced after this project is completed.

### Technology

Eileen M. added ten titles to the *What We're Reading* section of the website.

To enhance the website, and celebrate August is *Read a Romance Month*, Eileen developed a book list that was posted to the Booklists section of the website with popular romance fiction. A *Staff Recommendations for Summer 2022* list was also developed and added to the website site.

On Wednesday July 13, Eileen F. facilitated Digital Know-How: Libby Extras. She had two patrons who were eager to learn all there is to know about Libby and in particular Libby Extras. They went through a hands-on presentation of how to use the Libby Extras. Then Eileen entertained questions. The program was greatly appreciated by both patrons in attendance.

As a new member of the Nassau Digital Doorway selection team, Lisa placed her first order of non-fiction ebooks and audiobooks for the Nassau Libraries Consortium that can be accessed through Libby.

### Art Displays and Installations

Art exhibits coordinated by Eileen F. have been scheduled for the lower concourse, the large community room and the display case on the first floor. The exhibits will be showing throughout the months of September and October. Local artist, Ellery Samuels, will have a camera exhibit in the glass display case and a photography exhibit in the lower concourse. The Rockville Centre Village Art League is back (for the first time since the pandemic) with their art show for the month of October and will be featured in the large community room.

### Community Outreach

#### *Library To Your Door*

Our outreach to the homebound RVC population continues to be busy and much appreciated by patrons and their families. Eileen M. sent out 18 bags in one day filled with multiple books, DVDs, audio books, etc. Our current census now stands at 56 as a lovely 4-year participant of the program recently passed away. Mrs. B. was born and raised in Italy and wished to read mystery books in her native Italian although she spoke fluent English. Eileen utilized the World Language Collection at the Hempstead Library to fulfill her request. After she'd read all the Italian language mysteries available at Hempstead, she requested mysteries set in her beloved Italy. Eileen sent her many books by noted authors Donna Leon, Andrea Camilleri, Michael Didbin, etc. and Mrs. B was thrilled. Eileen received a note from her recently saying – "Elena (Eileen in Italian), Thank you. The books were very good. I have no words to thank you for selecting them, each book is exactly the one I would have picked." Her daughter stopped by the library to thank Eileen and they hugged and cried together over the loss of such a sweet woman.

At Eileen's suggestion, her daughter will contact the Hempstead Library to see about donating her collection of Italian books to the WLC. She also sent a sympathy card to her family on behalf of herself and the library.

#### *Commuter Collection*

This collection continues to thrive at the RVC train station. Eileen F. visited the library's cart in July and filled it with popular books that patrons have donated.

#### *Maple Pointe*

Lisa selected *The Doll House* by Fiona Davis as July's Book Selection for the Maple Pointe Assisted Living reading group. She interloaned and delivered eight Large Print copies to the facility along with discussion questions for the facilitator.

### **OPPORTUNITY FOR BOARD MEMBERS**

None.

### **AUDIENCE ITEMS**

Ellen Grossman thanked Eileen M. for putting aside donated books for the Friends' upcoming raffles.

On a motion made by Ms. Sorvillo, seconded by Ms. Kelly, the Board voted unanimously to go into Executive Session to discuss personnel matters.

### **EXECUTIVE SESSION**

The Board retired into Executive Session at 8:35 p.m.

### **RETURN TO OPEN SESSION**

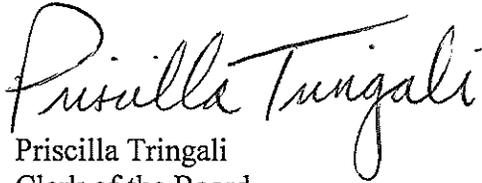
On a motion made by Ms. Sorvillo, seconded by Mr. Lucchesi, the Board voted unanimously to return to Open Session at 9:20 p.m. with the following action taken:

The Board accepted a letter of resignation from Sarah Siegel, Program Coordinator, effective September 5, 2022. They thanked her for her contributions to the Library and wished her much success in her new position.

**ADJOURNMENT**

The meeting was adjourned at 9:22 p.m. on a motion made by Ms. Sorvillo, seconded by Mr. Lucchesi, and unanimously approved.

Respectfully submitted,

  
Priscilla Tringali  
Clerk of the Board