

ROCKVILLE CENTRE PUBLIC LIBRARY

Board of Trustees' Reorganization Meeting July 22, 2024

REORGANIZATION MOTIONS

PRESENT

Present were Trustees Melissa Sorvillo, Nadine Kelly, Meryl Sussman, Michael Lucchesi and Michael Ludwig. 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 7:00 p.m. by Board President Sorvillo.

Ms. Overton confirmed that Trustee-elect Nadine Kelly took the Oath of Office on July 15, 2024 and Trustee-elect Melissa Sorvillo took the Oath of Office on July 22, 2024. The documents were signed, notarized and submitted to the County Clerk.

Appointment of Chairperson of Reorganization Meeting

On a motion made by Ms. Sussman, seconded by Mr. Lucchesi, the Board voted unanimously to appoint Mr. Ludwig, Chairperson of the Reorganization Meeting.

Nomination and Election of Officers

On a motion made by Mr. Ludwig, seconded by Mr. Lucchesi, the Board voted unanimously to nominate Nadine Kelly, President for the 2024–2025 fiscal year.

On a motion made by Mr. Ludwig, seconded by Ms. Kelly, the Board voted unanimously to nominate Meryl Sussman, Vice President for the 2024–2025 fiscal year.

On a motion made by Ms. Kelly, seconded by Mr. Lucchesi, the Board voted unanimously to nominate Michael Ludwig, Secretary for the 2024–2025 fiscal year.

Appointment of Committees by President

Budget and Finance:	Michael Ludwig and Michael Lucchesi
Facilities and Technology:	Meryl Sussman and Michael Lucchesi
Personnel:	Melissa Sorvillo and Michael Ludwig
Policy:	Melissa Sorvillo and Meryl Sussman

On a motion made by Mr. Ludwig, seconded by Mr. Lucchesi, the Board voted unanimously to appoint the firm of Bee Ready Fishbein Hatter & Donovan, LLP as legal counsel at an annual fee of \$7,500 for the fiscal year 2024–2025.

On a motion made by Mr. Ludwig, seconded by Ms. Sussman, the Board voted unanimously to appoint the firm of Baldessari & Coster, LLP as auditor of the Rockville Centre Public Library's finances and provider of related services – relevant to the year ended June 30, 2024 audit at an annual fee not to exceed \$12,000 for the fiscal year 2024–2025.

On a motion made by Mr. Ludwig, seconded by Mr. Lucchesi, the Board voted unanimously to appoint Brian Cleary as Library Treasurer for the fiscal year 2024–2025 at a monthly fee of \$850.

On a motion made by Ms. Sorvillo, seconded by Mr. Lucchesi, the Board voted unanimously to designate TD Bank as a depository bank with no more than \$250,000 to be on deposit at any time, unless funds are collateralized.

On a motion made by Mr. Ludwig, seconded by Ms. Sussman, the Board voted unanimously to designate Flagstar Bank as a depository bank with no more than \$250,000 to be on deposit at any time, unless funds are collateralized.

On a motion made by Ms. Sorvillo, seconded by Ms. Sussman, the Board voted unanimously to designate the Rockville Centre Herald and/or Newsday as the newspaper of record for all legal notices and for the publication of bid announcements.

On a motion made by Ms. Sorvillo, seconded by Ms. Sussman, the Board voted unanimously to maintain a Petty Cash Fund of \$400.

On a motion made by Mr. Lucchesi, seconded by Mr. Ludwig, the Board voted unanimously to maintain the Administrative Fund of \$500.

On a motion made by Ms. Sorvillo, seconded by Mr. Lucchesi, the Board voted unanimously to provide an automobile allowance for staff at the rate per mile set by the IRS at the time of payout.

On a motion made by Ms. Sorvillo, seconded by Mr. Ludwig, the Board voted unanimously to allow the Library Director and/or Assistant Director to make a purchase, not to exceed \$2,500, with the JP Morgan Chase Bank Business credit card. In the event more than that amount is required for Library expenditures, the Director and/or Assistant Director must obtain the approval of the Board.

On a motion made by Ms. Sussman, seconded by Mr. Lucchesi, the Board voted unanimously to approve the annual salary schedule for full and part-time staff, Sunday rates and salary ranges effective July 1, 2024, as attached. These salaries are current.

On a motion made by Mr. Ludwig, seconded by Ms. Sussman, the Board voted unanimously to approve the following Board of Trustees meetings for the first half of the 2024–2025 fiscal year as decided during the Reorganization meeting:

Thursday, September 12, 2024

Wednesday, October 16, 2024

Wednesday, November 20, 2024

Wednesday, December 18, 2024

Thursday, January 16, 2025

Wednesday, February 26, 2025

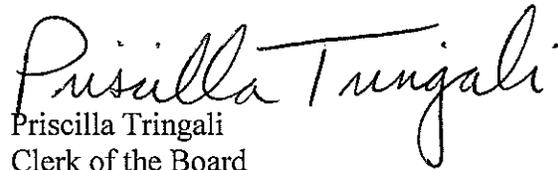
All meetings will begin at 7:00 pm.

On a motion made by Mr. Lucchesi, seconded by Ms. Sussman, the Board voted unanimously to approve Library holidays and closings for the remainder of 2024 through Labor Day, September 1, 2025, as attached. The Policy Committee and the Board will revisit Juneteenth, June 19, 2025.

ADJOURNMENT

The meeting was adjourned at 7:23 p.m. on a motion made by Mr. Lucchesi, seconded by Mr. Ludwig and unanimously approved.

Respectfully submitted,


Priscilla Tringali
Clerk of the Board

July 2024 - June 2025 Closing Dates

2024	
Independence Day	Thursday, July 4, 2024
Labor Day	Saturday, August 31, Sunday, September 1, and Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024
Veteran's Day	Monday, November 11, 2024
Thanksgiving	Wednesday, November 27 (closing at 5:00 pm), Thursday, November 28, 2024
Christmas Eve	Tuesday, December 24, 2024
Christmas Day	Wednesday, December 25, 2024
New Year's Eve	Tuesday, December 31, 2024
2025	
New Year's Day	Wednesday, January 1, 2025
Martin Luther King Jr. Day	Monday, January 20, 2025
President's Day	Monday, February 17, 2025
Easter Sunday	Sunday, April 20, 2025
Mother's Day	Sunday, May 11, 2025
Memorial Day	Sunday, May 25 & Monday, May 26, 2025
Father's Day	Sunday, June 15, 2025
Summer Sundays	Library closed from June 15 through September 7, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Saturday, August 30, Sunday, August 31, and Monday, September 1, 2025