

**MINUTES OF THE REGULAR MEETING OF THE JERICHO PUBLIC LIBRARY**  
**BOARD OF TRUSTEES NOVEMBER 10, 2020**

**I. CALL TO ORDER.**

Mrs. Jacobson called the meeting to order at 7:18 p.m. in the Theater. Present were: Mrs. Jacobson, Mrs. Cole, Mr. Cheung, Mrs. Dolowich, Mrs. Brenner, Mrs. Dobler, Mr. Truncale (Counsel). Mr. Wassel was in attendance by phone.

**II. MINUTES.**

A. On a motion made by Mr. Cheung and seconded by Mrs. Cole, the minutes of the October 13, 2020, Board meeting were accepted as presented.

Yes - 4

No - 0

**III. PUBLIC HEARING.**

There is a 3-minute time limit per individual in each period.

**IV. DIRECTOR' S REPORT.**

Mrs. Brenner gave her report.

Window and Theater Chair Replacement. Representatives from BBS Architects will meet with the Board at this meeting to discuss the proposed renovation of the window and theater chair replacement.

Board Policies. Mrs. Brenner presented the Board with the Fine Waiver Policy and the revised Exhibit and Display Policy for their review.

State Minimum Wage. On December 31, 2020, the State minimum wage will increase to \$14.00 an hour. It will continue to increase annually until it reaches \$15.00 an hour. Mrs. Brenner told the Board that she is starting to see the effects of wage compression (a wage differential that is the result of the change in the State minimum wage law). On December 31, 2020, the gap between the starting hourly wage of clerks, \$14.86, and pages, \$14.00, will be minimal. Clerks must pass a Civil Service Examination, be a high school graduate and pass a typing test. The only requirement for a Page is that they meet legal work-eligibility conditions and have working papers. Mrs. Brenner recommended to the Board that the Clerk entry level salary be increased by \$1.00 to \$15.86 an hour.

Chat With A Librarian. On Monday, 10/5, the hours that patrons may "Chat" with a librarian was extended. During all hours that the Library is open patrons can

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click on the “Chat” tab on our website to contact a librarian. This virtual service is popular with our patrons.

**NLS Member Support.** The NLS Board approved a 1-year proposal to keep the 2021 total contribution (member support) for every library the same as 2020. NLS provides many vital services to Nassau libraries including delivery of interloan materials, workshops and coordinated orders.

**Direct Access.** Payment for 2018 “Plus Use” Direct Access has been received from NLS. “Plus Use” is determined by the number of items we interloan to other libraries vs. items that we borrow. When a library interloans more items that it borrows the result is a “Plus Use” payment check. Conversely, libraries that borrow more items than they interloan are required to make a payment.

**Library Aid.** NLS disperses funds from New York State as local Library Services Aid. There was a 20% reduction applied to all NYS aid by Albany due to the financial stress from COVID-19.

**Budget 2021/2022.** Mrs. Brenner has begun the budget process for fiscal year 2021/2022. A letter was sent to Library vendors inquiring if they anticipate an increase/decrease in the pricing of materials or services provided to the Library. Once the responses are reviewed and analyzed, Mrs. Brenner will present a 2021/2022 operating budget to the Board for their examination and comments.

**Trustee Training.** Caroline Ashby, NLS Director, has informed the Directors that the Trustee Training bill that was part of the 2019-2020 Legislative agenda was never passed and is still in committee. Therefore, Trustee 3-hour training is not mandatory this year. Mrs. Brenner will keep the Board informed of any changes.

**Workplace Violence Prevention Workshop.** On Wednesday, 12/2, there will be a Workplace Violence Prevention Workshop as required by New York State law. Don Longo will discuss workplace violence and how to diffuse various situations and if that fails, the procedure to follow to report the incident.

**Virtual Legislative Meetings.** On Thursday, 10/1, and Friday, 10/2, Mrs. Brenner attended virtual Nassau County meetings sponsored by Long Island Library Resources Council (LILRC) and Nassau County Library Association (NCLA). Legislators and Directors had the opportunity to discuss the needs of libraries and how local representatives can support our mission. This year was different than past years in that there were no promises to fight for additional funding for libraries.

Take A “Sip” Down Memory Lane. Angela Cinquemani planned an outdoor family program for Saturday, 11/7. Betsey Murphy, local history librarian, will be available to discuss the history of the Jericho Cider Mill (donating cider), Ancestry.com (database) and New York Historical Society (museum pass). Hicks Nursery generously donated bales of hay, pumpkins and gourds. Raffles, photo ops, giveaways and Grab & Go crafts will add to the festivities. Each family will receive a copy of our very own *Jericho a History of a Long Island Hamlet!*

Health Screening. St. Francis Hospital’s Outreach Bus will be in our front parking lot on Friday, 11/6, from 10:00 a.m. to 2:00 p.m. offering free health screenings. They supply appropriate education and referrals as needed for those participating.

**V. DEPARTMENT HEAD.**

N/A.

**VI. COMMUNICATION.**

N/A.

**VII. FINANCIAL REPORT.**

Authorizations for Payment were individually examined and approved for payment as follows:

- A. #2020 - 4 for \$84,851.98 - moved by Mrs. Dolowich and seconded by Mr. Cheung.  
Yes - 4                                  No - 0
- B. #2020 - 4A for \$291.55 - moved by Mrs. Dolowich and seconded by Mr. Cheung.  
Yes - 4                                  No - 0
- C. #2020 - 4B for \$381,356.27 - moved by Mrs. Dolowich and seconded by Mr. Cheung.  
Yes - 4                                  No - 0



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Yes - 4

No - 0

C. On a motion made by Mrs. Cole and seconded by Mr. Cheung, the Board approved a payment for Member Support to NLS.

Yes - 4

No - 0

D. Next Board Meeting date Tuesday, December 8, 2020, at 7:00 p.m.

**XIII. SECOND PUBLIC HEARING.**

There is a 3-minute time limit per individual in each period.

**IVX. ADJOURNMENT.**

On a motion made by Mr. Cheung and seconded by Mrs. Cole, the meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Tom Wassel  
Secretary

Mary Anne Dobler  
Clerk of the Board