MINUTES OF BOARD OF TRUSTEES MEETING

Tuesday, December 22, 2020

ATTENDANCE
Mr. Thomas Vaughn
Mr. Brandon Gimpelman
Mrs. Laurie Henneborn
Mrs. Barbara Fillios
Mr. Ralph Esposito

Mrs. Jessica Tymecki
Mrs. Susan LaBarbera

GUESTS
Janice Davis – Janice Davis Designs
Al Coster – Baldessari & Coster, CPAs

AGENDA
A. Roll Call
B. Approval of Minutes of Tuesday, November 24, 2020
C. Correspondence
D. Report of Director for December, 2020
E. Approval of Financial Reports for November, 2020
F. Approval of the Bill Payments of November 25 – December 4, 2020 & December 5 - December 22, 2020
G. Approval of the Bill Payments of November 25 – December 4, 2020 for the Renovation Account
H. Approval of Warrant for November, 2020
I. Report of Standing Committees
   a. Technology Committee
J. Report of Special Committees
K. Old Business
   a. COVID19
L. New Business
   a. Audit report from Baldessari & Coster, CPAs
   b. Janice Davis Design presentation
M. Community Participation

DISCUSSION AND RECOMMENDATIONS
A. Roll Call - Roll Call was taken by Board President, Thomas Vaughn and the meeting was called to order at 7:06PM.
B. Minutes of November 24, 2020 - The minutes of November 24, 2020 were approved in a motion made by Brandon Gimpelman, seconded by Laurie Henneborn and unanimously approved.

C. Correspondence - Numerous emails were received in appreciation for the various on-line programs and activities offered by the Library. In addition, positive feedback was also received on the new North Bellmore Library website.


A motion was made to adopt the revised Procurement & Purchasing Policy by Laurie Henneborn, seconded by Ralph Esposito and unanimously approved.

A motion was made to adopt the Bylaws of the Board of Trustees of the North Bellmore Library, as amended to include “chairperson” verbiage, by Thomas Vaughn, seconded by Barbara Fillios and unanimously approved.

A motion was made to adopt the Retention and Disposition Schedule for New York Local Government Records (LGS-1) issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records used by all officers in legally disposing of valueless records listed therein. Further resolved, that in accordance with Article 57-A:

a. Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

b. Only those record will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods. This was approved in a motion made by Barbara Fillios, seconded by Ralph Esposito and unanimously approved.

E. Approval of Financial Reports for November, 2020 – The Financial Reports for November, 2020 were approved in a motion made by Laurie Henneborn, seconded by Brandon Gimpelman and unanimously approved.


H. **Approval of Warrant of November, 2020** - The Warrant of November, 2020 was approved in a motion made by Laurie Henneborn, seconded by Brandon Gimpelman and unanimously approved.

I. **Report of Standing Committees** –
   Technology Committee - No updates

J. **Report of Special Committees** – None

K. **Old Business** -
   a. COVID19 – No updates

L. **New Business** –
   a. Audit from Baldessari & Coster – Al Coster presented the Audit Report with a favorable outcome.
   
   b. Janice Davis Design - After a presentation by Janice Davis, a motion was made to approve the contract with Janice Davis Designs to design the Children’s and Teen Rooms by Thomas Vaughn, seconded by Laurie Henneborn and unanimously approved.

M. **Community Participation** – None

   The meeting was adjourned at 9:20PM by Thomas Vaughn.

Respectfully submitted.
Susan LaBarbera

/s/