



Growing with Our Community

# LEVITTOWN PUBLIC LIBRARY

1 BLUEGRASS LANE LEVITTOWN, N.Y. 11756-1292 (516) 731-5728 FAX (516) 735-3168  
<http://www.levittownpl.org> Trina Reed, Director

## AGENDA REGULAR BOARD MEETING 8:00 PM, WEDNESDAY, JANUARY 2, 2019

- I. PLEDGE OF ALLEGIANCE
- II. CALL TO ORDER AND ROLL CALL OF MEMBERS PRESENT
  - A. Present:
- III. APPROVAL AND SIGNING OF MINUTES (December 5, 2018)
- IV. FINANCIAL REPORT OF THE LIBRARY
  - A. Monthly expenditures to be approved (General Fund, Imprest Account, Coffee Café Account & Withholding Account)
  - B. Monthly expenditures to be approved for Capital Projects Fund
  - C. Cash balance report: General Fund - \$6,471,358.11; Capital Projects - \$173,519.92
  - D. Monthly expenditures to be approved for Central Library Fund
  - E. Central Library Fund spent to date for 2018: \$214,870.50 & Central Book Aid spent to date for 2018: \$33,800
  - F. Chase credit card monthly report
  - G. Request for tax funds from School District - \$620,447 – February 7, 2019
  - H. Motion to approve the transfer of \$20,000 to line 6120 (A Non-Fic Bks) from line 6221 (Continuations – A Ref)
  - I. Motion to approve the transfer \$100,000 to CLA from the General Fund
  - J. Motion to approve the transfer of \$3,000 to the Coffee Café Account from line 6550 (Janitor Supplies)
  - K. Motion to approve the transfer of \$7,000 to line 6330 (Bk Processing) from line 6900 (Pro. Fees – Attorney)
  - L. Baldessari & Coster LLP – 2018 Financial Report
- V. UNFINISHED BUSINESS
  - A. Banking update
  - B. Construction update
    1. Interior/Exterior Renovation & Parking Lot Expansion Project
  - C. Children's Room design update
- VI. PERSONNEL CHANGES
  - A. Motion to accept the personnel calendar
- VII. COMMUNICATIONS
  - A. Letter from Jack Benigno
  - B. Letter from Rosalie Travers
- VIII. PERIOD FOR PUBLIC EXPRESSION
- IX. DIRECTOR'S PROGRESS AND SERVICE REPORT
  - A. Buildings and Grounds
  - B. System development
    1. NLS Annual Meeting – Wednesday, December 12, 2018
    2. ILS Services Council Meeting – Thursday, December 13, 2018
    3. NLS Board Meeting – Monday, December 17, 2018

(turn over)

- 4. Member Library Director meeting – Wednesday, December 19, 2018
- 5. MLD Executive Board meeting – Wednesday, January 2, 2019
- C. Public Service and Programs
- D. Miscellaneous

X. COMMITTEE REPORTS

- A. Foundation Committee

XI. NEW BUSINESS

- A. Johnson Controls security camera system upgrade

XII. MEETINGS AND CONFERENCES

- A. Levittown Chamber of Commerce 58<sup>th</sup> Annual Installation Dinner – Wednesday, January 16, 2019; 6:00-10:00 p.m.; Westbury Manor
- B. **First Open Budget Meeting & Regular Board Meeting – Wednesday, February 6, 2019**
- C. **Second Open Budget Meeting & Regular Board Meeting – Wednesday, March 6, 2019**
- D. **Regular Board Meeting – Wednesday, April 3, 2019**
- E. Computers in Libraries Conference – March 26-28, 2019; Arlington, VA

XIII. ADJOURNMENT – Time

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EXECUTIVE SESSION: Personnel & Legal