

MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
January 5, 2021

Due to the Coronavirus (COVID-19) a SPECIAL meeting of the Board of Trustees of The Smithtown Library was held via teleconference on the 5th day of January, 2021. The meeting was called to order at 5:11 p.m.

The following Library Trustees were present and participating at the meeting via teleconference: Brianna Baker-Stines, Anita Dowd-Neufeld, Annette Galarza, Joseph Gregurich, Thomas Maher and Theresa Stabile. Trustee James Hornef was absent with prior notice.

Also present were Library Director Robert Lusak, Assistant Library Director Patricia Thomson, Library Attorney Kevin Seaman, Treasurer Joanne T. Grove, Clerk Lauren Gunderson, and Secretary Linda Taurassi.

Annette Galarza, President of the Board of Trustees, acted as Chairman of the meeting.

BUILDINGS & GROUNDS:

1. Trustee Anita Dowd-Neufeld moved to accept adoption of resolution "a":
 - a. Contract – Garland Fire Systems, Inc.

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Garland Fire Systems, Inc. for the period March 1, 2021 through February 29, 2022, for the first year of a three (3) year contract, for the purpose of providing standard fire inspection service for all four Library buildings, at a total annual cost not to exceed \$4,550.00 per year (note: as needed, per-call fire detection equipment service at an additional hourly 'regular' rate of \$105.00 will apply).

The motion was seconded by Trustee Thomas Maher and adopted by a unanimous 6-0 vote.

Trustee Theresa Stabile moved to accept adoption of resolution “b”:

b. Contract – Garland Fire Systems, Inc.

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Garland Fire Systems, Inc. for the period March 1, 2021 through February 29, 2022, for the first year of a three (3) year contract, for the purpose of UL Listed 24hr Supervised Central Station Monitoring for all four Library buildings as per the Town of Smithtown Fire Marshal and State Building Code requirements, at a total annual cost for the transmission of fire signals to the local Fire Department not to exceed \$3,120.00 per year.

The motion was seconded by Trustee Joseph Gregurich and adopted by a unanimous 6-0 vote.

FAMILIES FIRST CORONAVIRUS RESPONSE ACT (FFCRA):

2. After discussion pertaining to the Families First Coronavirus Response Act (FFCRA) the Library Board voluntarily approved the following resolution to extend FFCRA coverage for staff through March 31, 2021 allowing for unused hours covered by the FFCRA to be used if necessary:

Trustee Anita Dowd-Neufeld moved to accept adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library agrees to extend the FFCRA statute for purposes of granting any available remaining paid leave days under the FFCRA statute through March 31, 2021.

The motion was seconded by Trustee Joseph Gregurich and adopted by a unanimous 6-0 vote.

3. At 5:33 p.m. Trustee Brianna Baker-Stines moved to enter executive session pursuant to Article 7, Section 105 "F" of the Public Officer's Law to discuss the employment history of a particular person(s). The motion was seconded by Trustee Joseph Gregurich and adopted by a unanimous 6-0 vote.

The following trustees were present and participating in executive session via teleconference: Brianna Baker-Stines, Anita Dowd-Neufeld, Annette Galarza, Joseph Gregurich, Thomas Maher and Theresa Stabile.

Also present were Library Director Robert Lusak, Assistant Library Director Patricia Thomson and Library Attorney Kevin Seaman.

4. Upon a motion by Anita Dowd-Neufeld, seconded by Trustee Joseph Gregurich, and adopted by a unanimous 6-0 vote, the meeting reconvened in open public session via teleconference at 6:20 p.m.

PERSONNEL

5. Trustee Thomas Maher moved to accept adoption of resolution “a”:

a. Stipulation of Settlement

RESOLVED, that the Board of Trustees of The Smithtown Library (“Library”) authorizes the Library Director to execute a Stipulation of Settlement between the “Library” and employee #1103.

The motion was seconded by Trustee Anita Dowd-Neufeld and adopted by a unanimous 6-0 vote.

Trustee Brianna Baker-Stines moved to accept adoption of resolution “b”:

b. Establishment of New Position – Personnel Assistant

RESOLVED, upon the recommendation of the Library Director, the Board of Trustees of The Smithtown Library approves the following:

- i. The establishment of the Civil Service title of “Personnel Assistant”, in accordance with regulations of the Suffolk County Department of Civil Service, pertaining to the classification of new positions; and*
- ii. The appointment of one (1) TBD part-time position of “Personnel Assistant” at an hourly rate of pay of \$43.96, not to exceed 17.5 hours per week, effective date TBD.*

The motion was seconded by Trustee Thomas Maher and adopted by a unanimous 6-0 vote.

6. Library Board President Annette Galarza noted that the next “Regular” meeting of the Board of Trustees is scheduled to be held January 19, 2021 at 6:30 p.m. at the Smithtown building subject to the NYS Executive Order regarding Open Meetings Law due to COVID-19.

7. There being no further business, Trustee Joseph Gregurich moved to adjourn the meeting at 6:26 p.m. The motion was seconded by Trustee Anita Dowd-Neufeld and adopted by a unanimous 6-0 vote.

Minutes approved this 19th day of January, 2021.

Annette Galarza

Annette Galarza, President
Smithtown Library Board of Trustees

Linda Taurassi

Linda Taurassi
Secretary to the Board of Trustees