

East Rockaway Public Library Board Meeting Minutes

Annual Meeting - February 28, 2023

The Annual meeting of the East Rockaway Public Library Board of Trustees was held on February 28, 2023. President Danielle D'Esposito called the meeting to order at 6:34 PM.

Those members present were President Danielle D'Esposito, Vice President Gary Aue and Trustee Noreen Canty. Also present was Library Director Mary Thorpe. Secretary Cynthia Lark and Trustee Diana Muller were absent with notice.

Election of Officers

Upon a motion from Trustee Aue, seconded by Trustee Canty, and unanimously carried, Danielle D'Esposito was elected President.

Upon a motion from Trustee D'Esposito, seconded by Trustee Canty, and unanimously carried, Gary Aue was elected Vice-President.

Upon a motion from Trustee Canty, seconded by Trustee Aue, and unanimously carried, Cynthia Lark was elected Secretary.

President D'Esposito presented Resolutions #2023-001 & #2023-002 to the board. The resolutions read as follows:

Resolution # 2023-001 - Pre-Payment of Bills

Be it resolved that the Library Board of Trustees hereby authorizes the prepayment of contract, utility, and employee benefit bills.

Be it further resolved that such payments shall be itemized on the Abstract of Audited Vouchers for the month in which they were paid, and shall be reviewed and approved by the Board of Trustees at the next scheduled monthly meeting.

On the motion by Trustee Aue, seconded by Trustee D'Esposito, the vote was 3 to 0 in favor of Resolution # 2023-001.

Motion Carried

Resolution #2023-002 - Standard Work Day

Whereas, the East Rockaway Library Board of Trustees hereby establishes a standard work day for employees as follows:

Librarian	8 hours
Librarian Trainee	8 hours
Typist-Clerk	8 hours
Page	8 hours
Senior Account Clerk	8 hours

Be it further resolved, that the Standard Work Day and Reporting Resolution # 2023-002 will be completed and forwarded to the NYS Retirement System for the required personnel as prescribed by the NYS Retirement system.

On a motion by Trustee D'Esposito, seconded by Trustee Canty, vote was 3 to 0 in favor of Resolution #2023-003.

Motion Carried

Director Thorpe distributed contact information for review as well as the library Organization Chart.

The 2023-2024 meeting dates were set as follows:

- March 21
- April 18
- May 16
- June 20
- July 19
- August 15
- September 19
- October 17
- November 21
- December 19
- January 16, 2024
- February 20, 2024

Upon a motion by Trustee D'Esposito, and seconded by Trustee Aue, and unanimously carried, the Annual Meeting was adjourned at 6:45 pm.

I hereby certify that the minutes were reviewed and approved at the March 21, 2023 board meeting by the Board of Trustees of the East Rockaway Public Library.

Cynthia Lark, Secretary