

Brentwood Public Library  
Board of Trustees Monthly Meeting Minutes  
May 27, 2021

**Present:**

Mary Reid, President  
Ellen Edelstein, Vice President  
Francis Picart, Trustee  
William Menendez, Trustee  
Dorina Barksdale, Trustee

Absent with notice: None

Public Attendance: Kris Schumacher

Thomas Tarantowicz, Director,  
Xibe Solis, Assistant Director,  
Matthew Morley, Business Manager

**Also Present:**

William Cullen, Library Attorney  
Miranda Hatziangelou, Board Secretary

I. Call to Order

The meeting was called to order at 12:00 pm by Board President Mary Reid.

II. Pledge of Allegiance, led by Business Manager Matthew Morley

III. Public Expression

The floor was opened to public expression. There was none.

IV. Approval of Agenda

Ellen Edelstein moved, Francis Picart seconded, to accept the agenda as presented. All in favor.

V. Approval of Minutes

Francis Picart moved, Dorina Barksdale seconded, to accept the minutes of the April 29, 2021 Board Meeting with the following corrections: under Section VIII. Reports, Ellen Edelstein reported having attended a lecture at which Teddy Roosevelt's great-grandson presented a lecture, not his grandson as originally indicated; under Section XI. Other, second line ... "asking her about thatr." was corrected to remove the typographical error, removing the "r" at the end of the word "that." All in favor.

VI. Correspondence

There was none.

## VII. Financial

- a) Dorina Barksdale moved, William Menendez seconded, to accept the Treasurer's Monthly Report for the period of October 1, 2020 to October 31, 2020, as per review and recommendation of the Business Manager, Matthew Morley. All in favor.
- b) Dorina Barksdale moved, William Menendez seconded, to accept the Treasurer's Monthly Report for the period of November 1, 2020 to November 30, 2020, as per review and recommendation of the Business Manager, Matthew Morley. All in favor.
- c) Dorina Barksdale moved, William Menendez seconded, to accept the Treasurer's Monthly Report for the period of December 1, 2020 to December 31, 2020, as per review and recommendation of the Business Manager, Matthew Morley. All in favor.
- d) Ellen Edelstein moved, Francis Picart seconded, to accept the Financial Report for the period of April 1, 2021 to April 30, 2021, as per review and recommendation of the Business Manager, Matthew Morley. All in favor.
- e) Dorina Barksdale moved, Ellen Edelstein seconded, to accept the Collateral Reconciliation Report dated April 2021, as per review and recommendation of the Business Manager, Matthew Morley. All in favor.
- f) Bills for the month of May 2021 were audited by Francis Picart. Mr. Picart moved, Dorina Barksdale seconded, to approve the expenditures in the amount of \$485,502.04 All in favor.

## VIII. Reports

- a. Board Members reported on meetings and library events attended. Ellen Edelstein discussed the Washington Avenue Hometown Heroes banners that, with the help of the electricians' union, were put up in honor of Memorial Day. The banners, featuring photos of Brentwood military personnel that were killed in action, including on September 11, 2001, will be displayed until Independence Day. Unfortunately, the Memorial Day Parade was cancelled this year. Ellen Edelstein also discussed the push by Legislator Sammy Gonzalez to have March 21, already recognized as Down Syndrome Awareness Day, made into a state holiday. Ellen Edelstein attended the Chamber of Commerce meetings, a wake, and a press conference at the Mosque on Third Avenue regarding the recent hate crime and vandalism of their property. Finally, Ellen Edelstein made her discernment vow, and is now officially an associate of the Sisters of St. Joseph. Francis Picart attended the SCLS Board meeting, where it was discussed that SCLS will be receiving more funding than anticipated, and as a result, amendments to their budget are forthcoming. Francis Picart also attended the Wyandanch Public Library open

house. Dorina Barksdale attended several board meetings where she serves as Trustee, including the Long Island Housing Partnership, attended the Brentwood Community Gardens Spring Clean-up, and while visiting family in Atlanta, GA, attended an African American museum with her daughter, which she found to be a wonderful experience.

- b. The Director's report was accepted.

Library Director Thomas Tarantowicz attended a Long Range Planning Committee meeting, where, as mentioned by Francis Picart, they discussed a \$1.4 million increase in expected funding, requiring a new adjusted budget. Some of the money will be set aside to be used toward construction and improvements at SCLS, including clearing out the land adjacent to their property, and focusing on sustainability and diversity with the goal of making it a conversation and then actually implementing changes, much like we have done already at the Brentwood Public Library. Library Director Thomas Tarantowicz also discussed that the Governor's new minimum library hours have returned to pre-pandemic norms, therefore the Library will likely begin opening again on Sundays this Fall, and as always, the Library will continue to follow all State guidelines regarding masks and social distancing. In the meantime, Library Director Thomas Tarantowicz is continuing to work closely with Civil Service; the Librarian I and Entry Level Librarian exams will thankfully be offered in November, and perhaps also the Librarian II exam. The Brentwood Public Library is also expecting some positive changes, including a possible reclassification of a position through a desk audit, we are just awaiting confirmation in writing regarding that change. Finally, Library Director Thomas Tarantowicz discussed how our patrons are very pleased with the Library's reopening progress, and positive feedback suggests that the general feeling is that a "weight" has been lifted. Also, the Summer Concert series is back, and we are hoping for a near return to normalcy by this fall.

- c. The Assistant Director's report was accepted.

Assistant Director Xibe Solis discussed that the highlight of this May was the Brentwood Public Library's participation in the Clean Streets program, for which approximately twelve staff members volunteered their time on a Saturday to clean the southern half of Brentwood Parkway, from the cul-de-sac at Crescent Lane to Suffolk Avenue. Assistant Director Xibe Solis, who was herself one of the volunteers, said it was a great experience and she is very proud of the staff. Related photos are posted on Facebook and Instagram.

- d. The Business Manager's report was accepted.

Business Manager Matthew Morley discussed the Library's preparations for full re-opening, the preliminary audit to take place as the fiscal year comes to

a close, and the need to replace the failing front glass doors, tentatively planned for June of this year. Board President Mary Reid asked if the lobby area will also be receiving an update. Business Manager Matthew Morley responded that we will not be doing that at this time, as there aren't really any funds for that, and the cost would also require that it go to public bid. Board President Mary Reid said that she commends Assistant Director Xibe Solis for arranging the Library's new Welcome Desk, she is very happy with it, to which Assistant Director Xibe Solis responded thank you, and that we have had a lot of positive feedback from patrons in regard to it.

- e. The Library Attorney's report.  
Library Attorney William Cullen deferred his report for Executive Session.
- f. Personnel report:  
Francis Picart moved, William Cullen seconded, to accept personnel changes as reported. All in favor.

#### IX. Unfinished Business

There was none.

#### X. New Business

There was none.

#### XI. Other

There was none.

#### XII. Suggestion Box

Patron suggestions were read by Assistant Library Director Xibe Solis, and included several compliments to Library staff regarding their helpfulness and friendly attitude, specifically naming Peters Carmona and Ward, a request for a garden, that the Library have stickers for adults too, not just for children, and that we bring back knitting classes for patrons.

#### XIII. Public Expression

There was none.

#### XIV. Date/Time of next board meeting

The next meeting of the Board of Trustees will be on Wednesday, July 7, 2021, directly following the 11:00 am re-organization meeting.

XV. Executive Session

Board President Mary Reid moved to adjourn the meeting to Executive Session for legal matters/personnel matters at 12:35 pm. All in favor.

Board President Mary Reid moved to reconvene the meeting at 12:57 pm.

Library Attorney William Cullen asked that the Board approve the Juneteenth Stipulation, as presented, as a “one-off,” with the understanding that Union negotiations would handle the future disposition of the Juneteenth Holiday at the Brentwood Public Library.

Ellen Edelstein moved, Francis Picart seconded that the Board approve the Juneteenth Stipulation as described in the preceding paragraph. All in favor.

XVI. Adjournment

There being no further business Ellen Edelstein moved to adjourn the meeting at 1:02 pm.

Respectfully submitted

Miranda Hatziangelou  
Secretary to the Board