There will be a Re-organization meeting of the Board of Trustees of the Brentwood Public Library on Thursday, July 6, 2023 at 11:00 am, followed by the Regular Board of Trustees meeting.

M	S	A	RE-ORGANIZATION AGENDA				
			I.	Call to Order			
			II.	Pledge of Allegiance			
			III.	Approval of Agenda			
			IV.	Oath of Office for Newly Elected Trustee	- Mary Reid		
			V.	Election of Officers			
			VI.	Committee Assignments			
				a. Internal Auditors			
			VII.	Board Appointments			
				a. Director and CEO - Thomas A. Taranto	owicz		
				i. Oath of Office for Director			
				b. Treasurer: Eric Hofmeister			
			•	i. Oath of Office for Treasurer			
				c. External Auditor: Baldessari & Coster,	LLP.		
		-		d. Attorney: Volz & Vigliotta, PLLC			
				e. Resolution to Adopt Library Budget & Tax Appropriation for the July 1, 2023- June 30, 2024 Fiscal Year			
				f. Resolution to appoint Bilingual Consultant for the 2024 Library Vote			
				g. Resolution to designate Cast and Canva	ass for the 2024 Library Vote		
				h. Resolution to appoint Election Inspecto	ors for the 2024 Library Vote		
			VIII.	Designation of Official Library Newspaper a. Annual Meeting – Islip Bulletin & Notic			
				b. Bids and other - Islip Bulletin			
			IX.	Approval of Calendar for Fiscal Year 2023	-2024		
			X.	Designation of Time & Place of Board Mee			
			XI.	Designation of Banks & Maximum Deposits at NYCB and M&T Bank			
			XII.	Approval to Establish: a. Petty Cash Fund			
				b. Change Account for Circulation Desk			
		$\left \cdot \cdot \right $		c. Discretionary Account			
			XIII.	Tables of Organization			
			XIV.	Approval of Dates for 2023-2024 Conferences:			
				SCLA Dinner - TBD	October TBD, 2023		
				NYLA - Saratoga Springs, NY	November 1-4, 2023		
				LibLearnX - Baltimore, MD	January 19-22, 2024		
				Computers In Libraries - Arlington, VA	March 12-14, 2024		
				Innovative Users Group - TBD	TBD, 2024		
		\vdash		PLA - Columbus, OH	April 3-5, 2024		
				L.I. Library Conference - TBD ALA - San Diego, CA	May TBD,2024 June 27-July 2, 2024		
				ALA - San Diego, CA	June 27-Juny 2, 2024		
+	1	\vdash		1			

YEARLY BILL REVIEW JULY 2023 - JUNE 2024

MONTH: BOARD MEMBER:

JULY 2023 ELLEN M. EDELSTEIN

AUGUST 2023 WILLIAM MENENDEZ

SEPTEMBER 2023 MARY REID

OCTOBER 2023 FRANCIS PICART

NOVEMBER 2023 DORINA BARKSDALE

DECEMBER 2023 MARY REID

JANUARY 2024 WILLIAM MENENDEZ

FEBRUARY 2024 DORINA BARKSDALE

MARCH 2024 WILLIAM MENENDEZ

APRIL 2024 ELLEN M. EDELSTEIN

MAY 2024 FRANCIS PICART

JUNE 2024 MARY REID





TO: Board of Trustees

Brentwood Public Library

FROM: Kathleen Hoey

District Clerk

Re: Bilingual Consultant for the 2024 Library

DATE: Vote. June 28, 2023

The consent Decree with the Justice Department requires the District to appoint a Bilingual Consultant to work with the District Clerk on voting. I am requesting that the Board of Trustees of the Brentwood Public Library appoint Jeanette Villa to this position.

BE IT RESOLVED, that the Board of trustees of the Brentwood Public Library appoints Jeanette Villa as Bilingual Consultant to the District Clerk for the April 2024 Library vote at a rate of \$56.00 per hour.

Sincerely,

Kathy





To: Brentwood Board of Education

From: Kathleen Hoey

District Clerk

Re: Cast and Canvass for the 2024 Budget & Candidate Vote

Date: June 28, 2023

Below you will find a resolution and a list of election inspectors to Cast and Canvas the ballots for the April 2024 Budget & Candidate Vote for your approval.

BE IT RESOLVED that the Board of the Brentwood Public Library hereby designate the District Clerk and the following persons as poll clerks to cast and canvass the affidavit ballots voted in the Budget and Candidate Vote to be conducted April of 2024:

Gina Cifuentes Roger Bauer Nancy Provenzano

> Substitutes: Jeffrey Hoey Edward Hand

BE IT FURTHER RESOLVED that the date, time and place for the casting and canvassing of the affidavit ballots voted in the aforementioned Library vote is as follows:

Date: TBD (day after the vote)

Time: 12:00 p.m.

Place: Brentwood Administration Building





To: Board of Trustees

Brentwood Public Library

From: Kathleen Hoey

District Clerk

Re: Election Inspectors for the 2024 Library Vote

Date: June 28, 2023

Below you will find a resolution along with a list of election inspectors to work/sub in the Brentwood Public Library vote. This will include voting at Maria Regina Convent if needed.

BE IT RESOLVED that the Board of Trustees of the Brentwood Public Library hereby appoint the following persons as election inspectors for the Maria Regina Convent vote (if needed) and the Special District Meeting to being conducted in April 2024:

Susan Baker Roger Bauer Raymond Burgos John Formica Joanne Fuentez-Cruz Gina Cifuentes Vivianna Garamy Marsha Greenspan Linda Grego Giovann Guillette Roger Head **Edward Hand** Jeffrey Hoey Michael Hoey **Burton Lavine** Tora Marchisella Katherine Mc Nicholas Dolores Murray Ana Martinez Sathi Naha Jacqueline Olmeda Nancy Provenzano

BE IT FURTHER RESOLVED that the chairperson will be paid \$17.50 per hour, and the Election Inspectors' will be paid \$16.50 per hour.

Brentwood Public Library Calendar 2023-2024

SUNDAY SERVICE:

<u>2023</u>	<u>2024</u>
October 8, 15, 22 & 29	January 7, 21 & 28
November 5, 12, &19	February 4, 11, 18 & 25
December 3. 10 & 17	March 3, 10, 17 & 24

April 7, 14, 21 & 28

LIBRARY CLOSINGS:

|--|

July	4	Tuesday	Independence Day
September	4	Monday	Labor Day
November	23	Thursday	Thanksgiving Day
November	26	Sunday	Thanksgiving Day Recess
December	23	Saturday	Christmas Eve Observed

December 24 Sunday Christmas Eve December 25 Monday Christmas Day

December 31 Sunday New Year's Day Observed

2024

<u>=</u>			
January	1	Monday	New Year's Day
January	14	Sunday	Martin Luther King, Jr. Day Observed
January	15	Monday	Martin Luther King, Jr. Day
March	31	Sunday	Easter Sunday
May	12	Sunday	Mother's Day
May	26	Sunday	Celebration of Memorial Day
May	27	Monday	Memorial Day
June	19	Wednesday	Juneteenth

LIBRARY OPEN 9-5:

2023

October	9	Monday	Columbus Day (Floater)
November	11	Saturday	Veteran's Day (Floater)
November	22	Wednesday	Thanksgiving Day Eve
December	8	Friday	Library Staff Meeting

2024

February 19 Monday President's Day (Floater)

BOARD OF TRUSTEES MEETING DATES 2023-2024

<u>2023</u>

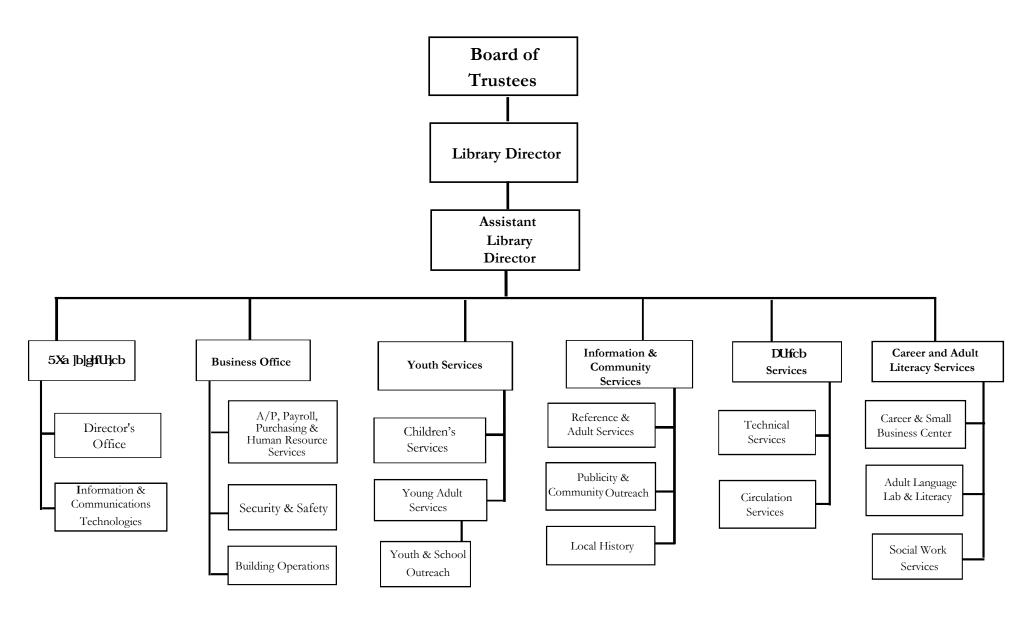
September 28, 2023	Thursday	at 5:30pm
October 26, 2023	Thursday	at 5:30pm
November 16, 2023	Thursday	at 5:30pm
December 8, 2023	Friday (Staff	f Mtg) at 5:00 pm

2024

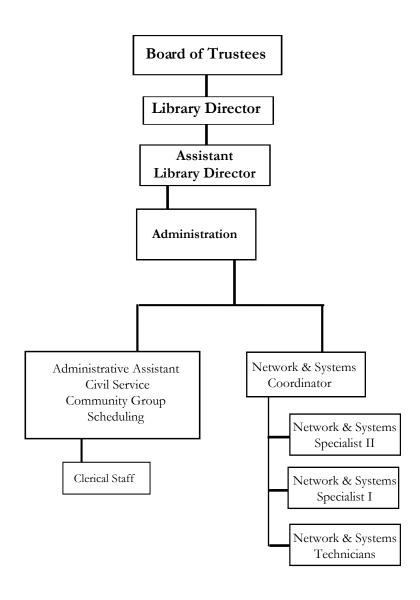
January 25, 2024	Thursday	at 5:30 pm
February 29, 2024	Thursday	at 5:30 pm
March 26, 2024	Tuesday	at 5:30 pm
April 25, 2024	Thursday	at5:30 pm
May 30, 2024	Thursday	at 5:30 pm
July 2, 2024*	Tuesday at	t 11:00 am*

(*) Reorganization & Regular Board Meeting Time

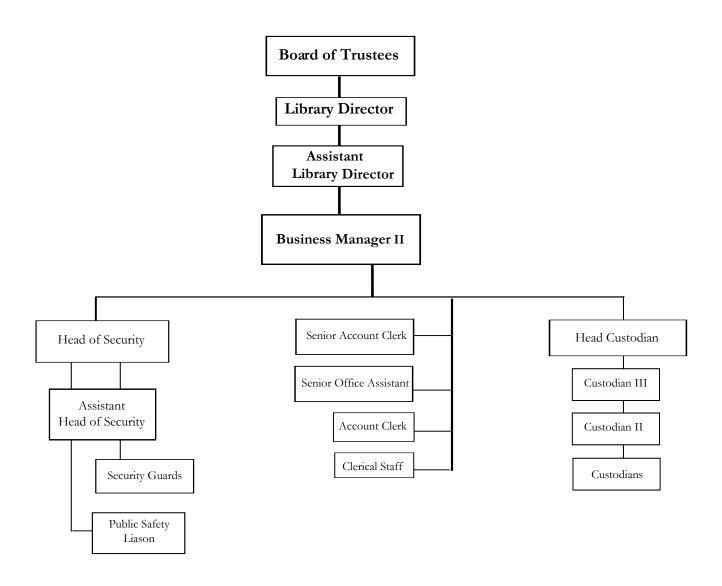
Public Informational Meeting: Tuesday, March 26, 2024 Library Budget Vote: Tuesday, April 2, 2024



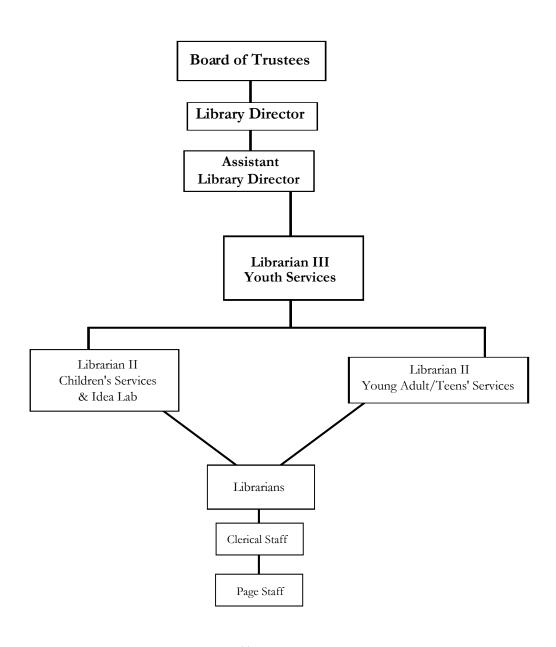
Breakdown of Administration Office 2023-2024



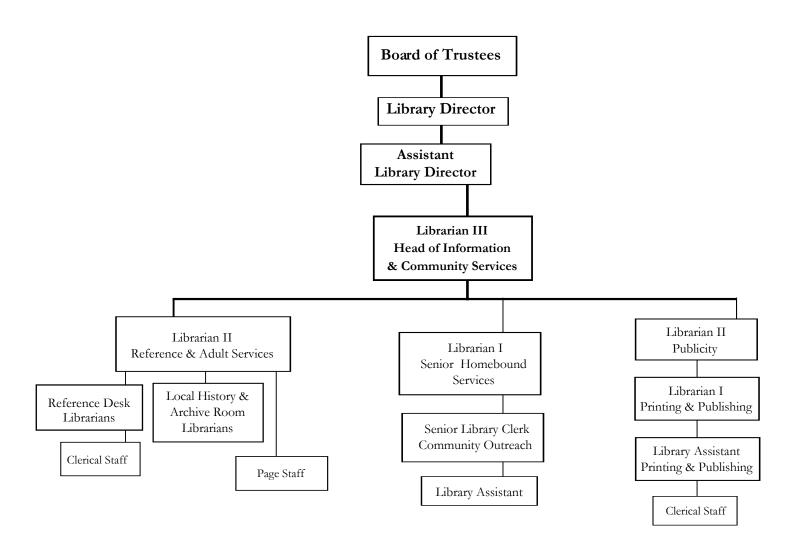
Breakdown of Business Office 2023-2024



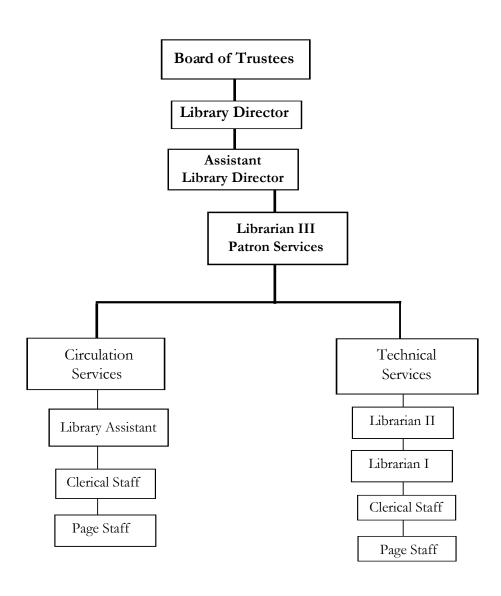
Breakdown of Youth Services 2023-2024



Breakdown of Reference & Adult Services 2023-2024



Breakdown of Patron Services 2023-2024



BRENTWOOD PUBLIC LIBRARY TABLE OF ORGANIZATION Breakdown of Community Outreach, Career Services & Adult Literacy 2023-2024

