

Monday July 11, 2022
BOARD OF TRUSTEES FY REORGANIZATION MEETING, 6:30 PM
Agenda for FY 2023 Reorganization

This meeting will be conducted via Zoom only. It will be recorded and transcribed at a later date.
The public is welcome to join the meeting.

Join from your computer, tablet, or smartphone:

<https://us02web.zoom.us/j/84932871396?pwd=c21MbnBycXVWNnZnK21pNkIvV0ZoUT09>

You can also call in using any phone

(646) 558-8656

Meeting ID: 849 3287 1396

Passcode: 180528

1. Call to Order by President Gemma Tansey
2. Roll Call
3. Pledge of Allegiance
4. Oath of Office
5. Annual Reorganization for July 1, 2022 thru June 30, 2023 (Votes Needed)
 - a. Nomination & Election of Officers for Fiscal Year 2023 (July 1, 2022 thru June 30, 2023)
 - i. President of the Board of Trustees (*The meeting will now be turned over to the new president*)
 - ii. Vice President of the Board of Trustees
 - iii. Secretary of the Board of Trustees
 - b. Designation of the third Monday of every month at 7 PM for regularly scheduled meetings of the Board, subject to change for holidays and other conflicts.
 - c. Authorization for two trustees (rotating each month) to review monthly bills
 - d. Appointment of Brian Cleary as Library Treasurer
 - e. Appointment of Hamburger, Maxson, Yaffe & Martingale as legal counsel
 - f. Appointment of RS Abrams as auditor through FY 2022. A RFP will be issued in FY 2023 for auditing services for FY 2023 thru FY 2027
 - g. Designation of Jill Lessard as Secretary to the Board and Records Management Officer
 - h. Designation of First National Bank of Long Island, Capital One, Chase and HSBC as the Library's banks

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- i. Designation of Long Beach Herald as the Library's Official Newspaper
- j. Designation of the Long Beach Civil Service Commission as the Payroll Certifying Officer
- k. Designation of Library Treasurer as Investment Officer
- l. Designation of Salerno Insurance as insurance agent
- m. Designation of Utica Insurance Company as the Library's worker's compensation administrator
- n. Designation of Preferred Group Plan as the Library's Administrator for flexible benefits
- o. Designation of OMNI as the Library's administrator for employees' 403B plan
- p. Designation of Tara Lannen-Stanton as the Nassau Library System voting representative
- q. Designation of Tara Lannen-Stanton, Jill Lessard and Russell Stein as the Library employees responsible for purchasing
- r. Authorization of all Trustees and the Library Treasurer as signatories for financial transactions.
- s. Authorization of the following payments in advance of the monthly claims' audits
 - i. Utilities, lease payments, postage, freight and express charges
 - ii. Payroll and bills associated with payroll
- t. Establishment of petty cash fund of \$240 for FY 2023 with \$200 allocated to Main and \$20 each allocated to Point Lookout and West End
- u. Readoption of Policies currently in effect as of June 30, 2022
- v. Adjournment of Reorg Meeting (Vote Needed)

The July 11, 2022 regular Board meeting will be called to order immediately after adjournment of the reorganization meeting