

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES OF THE HEWLETT-WOODMERE PUBLIC LIBRARY  
HELD IN THE TRUSTEES' ROOM MONDAY, MAY 19, 2025**

1 **CALL TO ORDER**

2 The regular meeting was called to order by Leslie Eisenberg, President, at 7:01 PM.  
3 Present: Leslie Eisenberg, President; Ayanna Layne, Vice-President; Ellen Vaknine,  
4 Treasurer/Financial Officer; Shari Braverman, Trustee. Absent with prior notice: Michele  
5 Chaikin, Trustee.  
6 Staff present: Michelle Young, Director; Catherine Nashak, Assistant Director; Susanne  
7 Geisweller, Business Manager; Andrew Dachtera, Head of Building and Grounds.  
8 Members of the public: Deepali Chavre, resident of Woodmere; Hiral Chavre, resident of  
9 Woodmere.

10 **ADOPTION OF AGENDA**

11 Ayanna Layne moved, Shari Braverman seconded the motion to adopt the agenda.  
12 Unanimous.

13  
14 **MINUTES**

15 Ellen Vaknine moved, Ayanna Layne seconded the motion to approve the minutes from  
16 the April 22, 2025 regular meeting. Unanimous.  
17 Shari Braverman moved, Ayanna Layne seconded the motion to approve the minutes  
18 from the May 1, 2025 special meeting. Unanimous.

19 **FINANCE**

- 20 A. Revenue Budget Status – April 2025 – L General Fund -\$573,585.18  
21 B. Revenue Budget Status – 7/1/2024-4/30/2025 – L General Fund -\$5,785,925.06  
22 C. Appropriation Status – 7/1/2024-4/30/2025 – L General Fund -\$6,048,624.02  
23 D. Appropriation Status – 7/1/2024-4/20/2025 – H Capital Fund -\$38,837.44  
24 E. Summary Warrants #39 & #40 – April 2025 – L General Fund Checking -  
25 \$125,531.33  
26 F. Summary Warrants #38 & #41 – April 2025 – L Payroll Fund Checking -  
27 \$187,439.61  
28 G. Cash Worksheet – April 2025  
29 H. Budget Transfers – April 2025 – L General Fund Transfer -\$14,900.00  
30 I. Budget Transfers – April 2025 – H Capital Projects Fund Transfer -\$525,000.00  
31 J. Gross Payroll – April 2025 -\$233,988.98

32 Ayanna Layne moved, Shari Braverman seconded the motion to approve Summary  
33 Warrants #38, #39, #40, #41. Unanimous.

34 Ellen Vaknine moved, Ayanna Layne seconded the motion to approve the L Fund  
35 budget transfers. Unanimous.

36 Ellen Vaknine moved, Ayanna Layne seconded the motion to approve the H Fund  
37 budget transfers. Unanimous.

38 Ayanna Layne moved, Ellen Vaknine seconded the motion to receive all finances  
39 relating to April 2025. Unanimous.

40 **PERSONNEL**

41 The Board acknowledged the Schedule of Personnel Changes for April 2025.

42 **RECOGNITION OF GUESTS**

43 Two members of the public were present.

44 **DIRECTOR'S REPORT**

45 The Director reported that the merging of FNBLI and ConnectOne Bank will be  
46 complete on June 13, 2025.

47 The external audit will take place September 8-12, 2025, by Cullen & Danowski, LLP.

48 The Director requested a full-time Page position for Circulation at the annual salary  
49 range of \$30,548-\$34,882.

50 Shari Braverman moved, Ayanna Layne seconded the motion to approve a full-time  
51 Page position at the annual salary range of \$30,548-\$34,882. Unanimous.

52 The Director presented a proposal from A.R. Kropp to remove and discard the contents  
53 of the compact storage area in the amount of \$6,110.00.

54 Ellen Vaknine moved, Shari Braverman seconded the motion to approve the proposal  
55 from A.R. Kropp for \$6,110.00. Unanimous.

56 The Director reported that Administration is seeking newsletter printing proposals from  
57 various companies.

58 Discussion ensued on new RFID equipment and contract. This was tabled until the fall.

59 The Director presented proposals for a new security camera server and camera  
60 upgrade. Discussion ensued; this has been tabled pending further information and  
61 clarification.

62 The Director reported that the responsibility to repair of the AHU-1 coil that burst  
63 resulting in a flood is being questioned by Inshallah Mechanical Corporation. The Board  
64 requested that the Director follow up with counsel.

65 **ASSISTANT DIRECTOR'S REPORT**

66 The Assistant Director reported that she and E. Fiber interviewed candidates for the  
67 part-time Librarian I position.

68 The Digitarium at WEC for Arts Below Sunrise was well attended.

69 The Assistant Director reported on the meeting with Assemblyman Ari Brown at the  
70 Peninsula Library on April 25<sup>th</sup>.

71 **DEPARTMENT HEAD REPORTS**

72 The Board acknowledged Department Head reports for April.

73

74 **MEETINGS AND CONFERENCES**

75 No report for April 2025.

76 **UNFINISHED BUSINESS**

77 The Director reported that the school district must initiate the NYSED project application  
78 process and she has reached out to several school district personnel.

79 **NEW BUSINESS**

80 There were no new business items for April.

81 **STATISTICS**

82 The Board acknowledged the statistical reports for April.

83 **EXECUTIVE SESSION**

84 Ayanna Layne moved, Ellen Vaknine seconded the motion to enter Executive Session  
85 for the purpose of discussing a patron incident and contract negotiations at 8:08 PM.

86 Unanimous.

87 **PUBLIC SESSION**

88 Ayanna Layne moved, Shari Braverman seconded the motion to exit Executive Session  
89 and enter Public Session at 9:20 PM. Unanimous.

90 Ellen Vaknine moved, Shari Braverman seconded the motion to ban unnamed individual  
91 from the Library for four years, effective immediately. Unanimous.

92 **ADJOURNMENT**

93 Shari Braverman moved, Ellen Vaknine seconded the motion to adjourn the meeting at  
94 9:22 PM. Unanimous.

95 The next regular meeting of the Board of Trustees of the Hewlett-Woodmere Public  
96 Library will be held on Monday, June 16, 2025 in the Trustees' Room.

*Respectfully submitted,*

*Approved:*

---

*Catherine Nashak  
Secretary*

---

*Leslie Eisenberg  
President*