

MINUTES  
HEMPSTEAD PUBLIC LIBRARY  
BOARD MEETING  
6:00 p.m.

October 18, 2023

The regular meeting of the Hempstead Public Library Board of Trustees was held on Wednesday, October 18, 2023. The meeting was called to order at 6:02 p.m. with Chair Dorian R. Glover presiding.

Present were: Dorian R. Glover  
Melissa Figueroa  
Delores Kershaw  
Reine Bethany  
Maribel Toure  
Irene Duszkievicz

Absent: Clariona Griffith, Trustee Village of Hempstead  
Kevin Boone, Trustee Village of Hempstead

Guests present: Michelle Jordan  
Patricia Barrow

Members of the Board, Director and guests were led in the Pledge of Allegiance by Chair.

Moved by Toure, seconded by Figueroa and carried approved the minutes of the September 20, 2023 Library Board meeting.

The replacement of the two 10-ton and 7.5-ton units has been completed. The leaks on the Washington Street entrance to the Community

Room have been completed. Due to heavy rains on September 29, 2023, rain penetrated this area and flooded the Community Room. All contractors have been notified.

The draft policy was tabled after the September 20, 2023 Library Board meeting. The Library Board reviewed the policy and is now prepared for Board action.

Moved by Figuerao, seconded by Toure and carried adopted the library Behavior policy.

## **STANDARD OF CONDUCT**

Hempstead Public Library standards of conduct are intended to protect the rights and safety of Library users and staff members and preserve and protect the Library's materials, facilities and property.

The Board of Trustees of the Hempstead Public Library has adopted the following standards of conduct for all visitors. Library staff members and security guards have been authorized to enforce these standards.

### **STANDARDS OF CONDUCT**

Engaging in any activity that violates federal, state, or local or other applicable law or Library Policy will result in immediate removal from the premises.

- Users of the Library must respect the rights and privileges of all other users.
- Patrons must be engaged in activities associated with the use of the Library. Patrons not reading, writing, studying, using Library materials, attending Library programs, or engaging in quiet contemplations associated with these activities may be asked to leave.
- Disruptive or unsafe behavior including interfering with Library employees in the performance of their duties or intimidating a patron of the Library will not be tolerated.
- Viewing child pornography is illegal and will immediately be reported to police and is subject to federal and/or state prosecution.
- Threatening the Library staff or patrons either verbally or physically will result in immediate removal from the premises.

- Illegal drugs and weapons are prohibited on Library property and will be immediately reported to the proper authority.
- Mutilating, damaging, or defacing any Library property or Library materials will result in immediate removal from the premises and may result in revocation of library privileges.
- Use of obscene or abusive language or gestures is prohibited and may result in removal from the premises.
- Eating, drinking, smoking or vaping, electronic cigarettes or other inhalants is prohibited.
- Sleeping, loitering, or lingering aimlessly is prohibited.
- Gambling, card playing or playing games of chance is prohibited.
- Obstructing aisles, stairways or reading areas with personal belongings including when charging personal devices. This includes actions that block access or exits to the Library creating a safety hazard is prohibited.
- Animals except for service dogs as defined by law are prohibited.
- For the safety and protection of patrons, staff, and Library property, no e-skateboards, e-scooters, e-bikes, will be permitted in the Library building and must be kept outside of the building away from any egress or walkway.
- All briefcases, handbags, luggage, packages, shopping carts, or other wheeled conveyances are subject to inspection by the Hempstead Police Department.
- Photographs may not be taken without permission of the Library Director along with the permission of all Library users to be photographed.
- Distributing or displaying of pamphlets, surveys, flyers, signs or posters on Library property is prohibited unless approved in advance by the Library.
- Patrons must wear garments covering the upper and lower bodies. Shoes must be worn at all times.
- Viewing or listening to technology related devices, gadgets, or equipment which may be disturbing to other Library users is prohibited.
- Following a patron or staff member in a manner that reasonably can be expected to disturb them is prohibited.
- Children (under the age of 12) without adult supervision are not permitted in the Library. Proper supervision means that the child is within eyesight of a parent or caregiver at all times.
- Making unreasonable use of the public restrooms, including use of illegal drugs, bathing, and laundering clothes is prohibited.
- Using, possessing, selling or appearing under the influence of alcohol or illegal drugs is prohibited.
- Proper hygiene must be observed.
- Engaging in sexual conduct or lewd behavior.
- Monopolizing Library space, seating, tables, equipment, or electrical outlets to the exclusion of others is prohibited.
- Cell phones must be silenced. No playing of audio or video equipment without the use of headphones is prohibited.

- Library is not responsible for personal items that are lost, stolen, or damaged on Library premises. Items left unattended for an unreasonable amount of time will be removed.
- Violating the Library's Technology Policy is prohibited and may result in removal from the premises.

Above rules are not intended to be a complete list of violations, but are intended for guidance only. The Library Board, the Library Director, Library staff, and/or the Hempstead Police Department reserve the right to take appropriate actions against any other behavior which can reasonably be deemed offensive or disturbing to patrons and staff.

Primary responsibility for compliance with these regulations' rests with the security guards who are employed by the Library. Staff and guards should call the Hempstead Police Department if assistance is required.

The Library Board reserves the right to amend these regulations.

Failure to comply with the Standards of Conduct may result in a warning, restriction or suspension of Library privileges, and/or expulsion from the Library, request to leave the building and/or face legal action.

Any person whose privileges have been denied or revoked shall have the right to appeal in writing to the Library Board of Trustees. The appeal must be filed within seven (7) calendar days of the date that the patron was notified that their patron privileges have been revoked. The decision of the Library Board shall be final and conclusive.

Director reported on the following:

- NLS sent out a Trustee Bulletin on September 10, 2023 providing additional trustee training opportunities. All Board members must complete training by December 31, 2023.
- Hofstra University is offering free tutoring to students in the elementary grades by appointment.

- Grant application submitted to Long Island Library Resources Council for an updated Early Literacy Station.
- Sacred Heart Academy students have painted Fall decorations in the Children's Room.
- Hispanic Heritage Month is being celebrated with activities. This Saturday, October 20, 2023, there will be an information fair with local agencies offering services for the Spanish community.
- Children's Department is in the process of having every grade and class from Rhodes Elementary School visit the library and sign up for a library card. Students will play a library trivia game and issued a library card at the time of their visit.

*Moved by Figueroa, seconded by Kershaw and carried* adopted the following schedule for Thanksgiving Eve:

Wednesday, November 22, 2023      10:00 a.m. – 06:00 p.m.

*Moved by Toure, seconded by Kershaw and carried* authorized the disposal of the following equipment:

OptiPlex 990 SN #B4GTTVI

*Moved by Figueroa, seconded by Toure and carried* authorized the disposal of the following equipment:

OptiPlex 3020 SN #6RWT932

*Moved by Toure, seconded by Figueroa and carried,* authorized payment of all bills listed on Bill Schedule #D-2260, in the amount of \$26,035.15.

*Moved by Figueroa, seconded by Toure and carried,* authorized payment of all bills listed on Bill Schedule #D-2261, in the amount of \$6,019.07 same having been reviewed by all members present.

*Moved by Kershaw, seconded by Toure and carried*, authorized payment of all bills listed on Bill Schedule #D-2262, in the amount of \$2,239.35 same having been reviewed by all members present.

A member of the public, Michelle Jordan, addressed several library issues.

Meeting adjourned at 6:50 p.m.

The next meeting is scheduled for Thursday, November 16, 2023.