PORT WASHINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
September 5, 2018
AGENDA

I Approval of July 11, 2018 Board of Trustees Minutes

II Approval of July/August Warrants

III Approval of July/August 2018 Staff Changes

IV Financial

V Director's Report
   a) Facilities Update
      1. Overview
      2. Capital Fund Resolution for Unisex Lavatory
      3. SEQRA Resolution for all Lavatories
      4. ESOL Renovation – Bidding Phase
      5. New EPDM roof
   b) Digital Panic Button - RAVE Application
   c) NYLA Conference November 7-10, 2018
   d) LILRC Annual Conference – October 25, 2018
   e) Air Quality Test Results
   f) Excess Equipment List – 7/19/2018

VI President's Report
   a) Committee Appointments 2018-2019
   b) Nassau County Legislative Breakfast – September 28, 2018

VII Councils
   a) Art Advisory Council Minutes of Meeting – June 13, 2018
   b) Nautical Advisory Council Minutes of Meeting – June 20, 2018

VIII Foundation
   a) Minutes of Meeting – June 19, 2018
   b) Financial Report – June 30, 2018

IX Friends of the Library
   a) Minutes of Meeting – May 30, 2018

X Correspondence
   a) Anonymous Letters
   b) Patron Comments – July/August

(over)
XI  Donations
   a) Cooper Foundation – Unrestricted

XII  Staff Reports
    a) Year End Statistics – June 2018

XIII Unfinished Business
   a) Collateralization Agreement – Sterling National Bank

XIV  Staff Association

XV   Public Comments

XVI  New Business
    a) Architectural Designer

XVII Adjournment
Mr. O’Connell opened the public portion of the organizational meeting at 7:40 p.m. stating the Board met at 7:00 p.m. and elected to go into Executive Session to discuss staff matters.

Mr. O’Connell administered the Oath of Office to Sima Vasa and Michael Krevor as Library Trustees for a five year term, Corinne Camarata as Treasurer for a one year term, and Lynn Moessner as District Clerk for a one year term. The Board congratulated all.

Mr. O’Connell requested approval of the June 20, 2018 Board of Trustees minutes. Ms. Bridges motioned to approve. All agreed.

Mr. O’Connell requested approval of Warrants 18-06-12A and 18-06-12B, and two payrolls. Mr. Aitken motioned approval. All agreed.

Mr. O’Connell noted there was one appointment, one departure, and no salary adjustments. Ms. Bridges motioned to approve the staff changes. All agreed.

Mr. O’Connell requested a motion to affirm the General Municipal Law – Section 104b relating to attorney, accountant, auditor, and technology specialist consultants. Mr. Aitken motioned approval to reaffirm procedures set forth in the General Municipal Law – Section 104-b as amended. All agreed.

Mr. O’Connell requested a motion to accept the Investment and Purchasing policies. Mr. Krevor questioned the collateralization policy. Mr. O’Connell requested Mr. Klang check agreement with Sterling Bank.

Mr. O’Connell requested approval of Bond, Schoeneck & King General Counsel Services June 14, 2018 proposal for the fee of $12,000. Ms. Comer motioned approval. All agreed.

Mr. O’Connell requested approval of the Cullen & Danowski Accounting Services proposal for the fee of $54,000 dated June 20, 2018. Ms. Bridges motioned to approve. All agreed.

Mr. O’Connell requested approval of Gryphon Technologies 2018-2019 proposal in the amount of $57,980. Ms. Bridges requested the library review shifting some responsibilities to the internal IT department. Mr. Aitken motioned to approve. All agreed.
Mr. O'Connell requested a motion to approve the 2017-2018 Rynkar, Vail & Barrett, LLP proposal dated May 24, 2018 for auditing services in the amount of $18,400. Mr. Keller motioned to approve. All agreed.

Mr. O'Connell motioned to approve the appointment of Mr. Klang as the Investment Officer. Ms. Comer seconded. All agreed.

Mr. Aitken motioned to approve the appointment of Mr. Klang as the Purchasing Agent. Ms. Comer seconded. All agreed.

Mr. Aitken motioned to approve the reappointment of Ms. Camarata as the Library Treasurer. All agreed.

Mr. O'Connell received the nominating committee report as provided by Ms. Bridges.

Ms. Bridges motioned to approve the appointment of Mr. Robert Lee Aitken as Vice President. Mr. Aitken abstained. All agreed. Ms. Bridges motioned to appoint Mr. John O'Connell as President. Mr. O'Connell abstained. All others agreed. Mr. Aitken motioned to appoint Patricia Bridges as Recording Secretary. Mr. Keller seconded. Ms. Bridges abstained. All others agreed.

Mr. Aitken motioned to accept Sterling National Bank as the Library's depository for 2018-2019. All agreed.

Mr. O'Connell requested a motion to approve $150 in Petty Cash to be kept in the Finance Office. Mr. Aitken motioned to approve. All agreed.

Mr. O'Connell requested the Board sign the Library Officer and Employee Code of Ethics and Conflict of Interest Policy form for the 2018-2019 fiscal year and return to Mr. Klang.

Mr. O'Connell requested a motion to approve the resolution dated July 11, 2018: The Board of the Port Washington Public Library resolves that it authorizes the payment in advance of audit of claims for public utility services, postage, freight and express charges. The term public utility services shall mean electric, gas, water, sewer and telephone services. All such claims shall be included in warrants presented to the Board for review. Ms. Comer motioned to approve the resolution. All agreed.

Ms. Bridges motioned to approve Lynn Moessner as District Clerk for the 2019 Budget and Trustee Election.

Mr. Klang requested the Board's approval of the Library's 2018-2019 Holiday Schedule. The Board discussed opening earlier on Columbus Day and Martin Luther King Day. Mr. Aitken motioned to approve the holiday schedule as presented. All agreed.

The Board approved Tuesday, April 2, 2018 as next year's Personal Registration Day.
Mr. Klang requested the Board sign-off on the final ILS and Associated Services Agreement. Mr. Krevor asked if the Library's attorneys had reviewed the final draft. Mr. Klang confirmed they had. Mr. Aitken motioned to approve. All agreed.

Mr. Klang stated the Library is in the process of exploring the use of an Internal Claims Auditor to replace the Treasurer.

Mr. Klang reviewed the requested changes to the Janitorial Services Agreement with the Board. Mr. Krevor asked about paragraph 5d on the contract. Mr. Klang spoke with the Library attorneys and explained it was standard wording. Mr. Aitken requested the contractor sign the agreement prior to Mr. Klang. Mr. Keller motioned to approve. All agreed.

Mr. O'Connell noted the Review of Internal Controls in the packet and requested a motion to approve. Mr. Keller motioned to approve. All agreed.

Ms. Bridges moved to accept the Board of Trustees Meeting Schedule for 2018-2019. All agreed.

Mr. O'Connell requested approval of the Warrant Signing Schedule for 2018-2019. Mr. Aitken motioned to accept. All agreed.

Mr. O'Connell requested the Committee Appointments for 2018-2019 be tabled for this month.

Mr. O'Connell requested approval of the amended Board Objectives for 2018-2019. Ms. Comer motioned to accept. All agreed.

Mr. Aitken motioned to approve the Art Advisory Council members for 2018-2019. All agreed.

Mr. Aitken motioned to approve the Children's Advisory Council members for 2018-2019 with new member Gregg Donovan. All agreed

Mr. Keller motioned to approve the Health Advisory Council members for 2018-2019. All agreed.

Mr. Keller motioned to approve the Music Advisory Council members for 2018-2019. All agreed. Mr. Krevor noted the Library liaison will need to be updated in the near future.


Mr. Keller motioned to approve the Nautical Advisory Council members for 2018-2019 including a new member Ms. Wollin. All agreed. Ms. Comer request the list be updated to include Holly Byrne.
Ms. Comer motioned to accept ESOL tutors for 2018-2019. All agreed.

Mr. O'Connell noted the Foundation Board Members for 2018-2019. The Board welcomed Mr. Lerner a new member of the Foundation who was present at the meeting. Ms. Bridges motioned to approve. All agreed.

Mr. O'Connell noted the Friends of the Library Board Members for 2018-2019.

Mr. O'Connell requested a motion to approve a donation from Ms. Anchico designated for the Art Advisory Council. Mr. Bridges motioned to approve. All agreed.

Mr. O'Connell noted the Patron Comments for June 2018.

Mr. Klang noted there was a brief article about the Children's Room in the current issue of the Library Journal.

Ms. Bridges requested the Board try out the self-checkout machine.

Mr. Aitken moved that the Board adjourn in memory of Myron Blumenfeld who was on the Board for 10 years, an avid user of the Library, and friend to all. Mr. O'Connell stated he will be missed. All agreed.
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<thead>
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<th>Tax Liability</th>
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**PAYROLL TOTAL**

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Unisex Lavatory Renovation Resolution

RESOLUTION

Whereas installation of a new unisex lavatory (the Project) located at the Port Washington Public Library (the Library) is expected to be funded by the Port Washington Public Library; and

Whereas, the Board of Trustees of the Library desires to appropriate sufficient funds from the Library’s Capital Fund to pay for the cost of the project,

Now therefore, be it resolved by the Board of Trustees of the Port Washington Public Library:

Section 1. The appropriation of a maximum amount not to exceed $45,000 to pay for the project is hereby authorized.

Section 2. This resolution shall take effect immediately.

Unanimously approved by the Port Washington Public Library Board of Trustees at the September 5, 2018 meeting.

_________________________
John O'Connell          
President of the Board of Trustees
July 17, 2018

Mr. Keith Klang, Director
Port Washington Public Library
1 Library Drive
Port Washington, New York 11050

Re: Public Toilet Renovation and Accessibility - Unisex Accessible toilet on lower level

Dear Mr. Klang:

Per our discussion yesterday regarding the cost estimate for the work to do the unisex accessible toilet on the lower level, I have prepared the following based on my understanding of what might be required at this point in time for this approximately 10' x 10' room, partitioned off from the existing office space.

<table>
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<th>Work item</th>
<th>Estimated Construction costs</th>
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<tbody>
<tr>
<td>Demolition</td>
<td>$2000</td>
</tr>
<tr>
<td>New partitions</td>
<td>$4000</td>
</tr>
<tr>
<td>New ceiling tiles</td>
<td>$1000</td>
</tr>
<tr>
<td>Ceramic floor tile</td>
<td>$3000</td>
</tr>
<tr>
<td>Ceramic wall tile</td>
<td>$8000</td>
</tr>
<tr>
<td>Lavatory</td>
<td>$3000</td>
</tr>
<tr>
<td>Toilet</td>
<td>$3000</td>
</tr>
<tr>
<td>Plumbing (new hw, cw, w &amp;v)</td>
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<tr>
<td>Concrete patching</td>
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</tr>
<tr>
<td>Accessories (changing table, ptd, tpd, soap disp, trash rec.)</td>
<td>$3000</td>
</tr>
<tr>
<td>HVAC modification</td>
<td>$3000</td>
</tr>
<tr>
<td>Electrical</td>
<td>$3000</td>
</tr>
<tr>
<td>Lighting</td>
<td>$3000</td>
</tr>
<tr>
<td>Painting</td>
<td>$2000</td>
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</table>

Total $45,000

If there are any questions, please let me know.

Sincerely,

[Signature]

Steven Zalben, AIA
Port Washington Public Library

Resolution
Determining that the Project to Complete Lavatory Renovations is a Type II Action and is not Subject to Further Review

WHEREAS, the Port Washington Public Library (the “Library”) is the sponsor of certain work at its facility located at One Library Drive involving renovations, construction, and reconstruction of lavatories within the Library (the “Project”); and

WHEREAS, the Library desires to comply with the New York State Environmental Quality Review Act (“SEQRA”) and the regulations in 6 NYCRR Part 617 adopted by the New York State Department of Environmental Conservation (the “Regulations”) with respect to the Project; and

WHEREAS, pursuant to the Regulations, the Library has considered the Project in light of the actions included on the Type I list specified in Section 617.4 of the Regulations and in light of the actions included on the Type II list specified in Section 617.5 of the Regulations;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Library has determined that the Project constitutes a “Type II action” (as the quoted term is defined in the Regulations) because it falls within the ambit of one or more of the following actions included on the Type II list specified in Section 617.5 of the Regulations:
(a) “maintenance or repair involving no substantial changes in an existing structure or facility” (617.5(c)(1)); and/or

(b) “replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes . . . . (617.5(c)(2)).

2. The Project is not subject to further review under SEQRA; and

3. A copy of this resolution shall be provided to the New York State Education Department.

Signed: ______________________________ Dated: ______________________________
LONG ISLAND / NASSAU

Nassau libraries to get cellphone app that acts as digital panic button

County officials announced that the Rave Panic Button app, an emergency alert system that is already being used in Nassau's schools, will be made available to libraries, too.

From left, Laura Curran, Patrick Ryder and Kevan Abrahams on Monday announce that the Rave Panic Button System will be installed in all Nassau County libraries. Photo Credit: Howard Schnapp

By Chau Lam
chau.lam@newsday.com
Updated July 30, 2018 9:06 PM

Public libraries in Nassau County will soon have access to a smartphone-based emergency alert system that officials say will allow staffers to instantly notify police of a mass shooting or other emergency.

Starting Tuesday, Nassau County Executive Laura Curran said, officials will begin making the software available to the staff at the more than 50 public libraries in Nassau.

"Reducing law enforcement response time is critical when it comes to reducing the amount of deaths in an active-shooter situation," Curran said Monday at a news conference outside the Uniondale Public Library in Uniondale.

The app, which offers digital panic buttons, is already in use in most public schools in Nassau, officials said. In Suffolk, officials last week said they will borrow $2 million to buy the licensing rights for the Rave Panic Button app and make it available to public and private schools in that county.
This summer, school districts across Long Island have been working to boost security, including building infrastructure and increasing their security staff. Safety concerns in schools and other public spaces were heightened after recent shootings at Marjory Stoneman Douglas High School in Parkland, Florida, and Santa Fe High School in Santa Fe, Texas.

The people who work at 911 call centers, by law, must answer calls in the order they arrive, regardless of their urgency, said Nassau Police Commissioner Patrick Ryder. The app, he said, allows emergency calls to bypass the 911 system, and sends the calls directly to a terminal inside the police department’s communications bureau.

"And because of that separate terminal, we get the call immediately," Ryder said.

In slightly more than half of active shooting situations, the shooting is over within 2 minutes, Ryder said. It takes Nassau police an average of 3 minutes to respond to an emergency. The app, Ryder said, allows the police department to cut response time by 30 seconds to 1 minute.

"If I can close that gap between two and three [minutes] is how we save lives," he said.

In libraries where internet-based camera systems are already installed, the police have the capability to enter the library’s system remotely and monitor activities inside, Ryder said.

Like schools, library boards will decide when they want the police to access their internet-based camera systems. Each library will sign a memorandum of understanding with the police department.

"If they wish for us to access them without notifying them, we do," Ryder said. "But if they only want us to access when there is an emergency, we access only in an emergency."

Not all officials are convinced that the Rave Panic Button app is effective at improving police response time.
Suffolk Legis. Robert Trotta (R-Fort Salonga), a former Suffolk County detective who worked on the FBI Gang Task Force, said the Rave Panic Button app is redundant.

If the software works, he said, he wonders why the company has disclaimers on its website that include telling users that they “agree the services are provided for convenience only” and that the “services must not be relied upon to provide emergency response services.”

“This is nothing more than a speed dial,” Trotta said.

Todd Miller, chief operating officer for Rave Mobile Safety, the Massachusetts company that designed the app, said he is not in a position to comment on the disclaimers. The app, Miller said, does more to help police cut down the response than just calling 911. At the same time it notifies police of an emergency, Miller said, it also notifies other users on the same system — teachers or library staff — with information such as the type of emergency being reported.

“You don’t get that with a plain 911 call,” Miller said.

By Chau Lam
chau.lam@newsday.com
PORT WASHINGTON PUBLIC LIBRARY

LEAVE REQUEST

DATE 08/22/18

INSTRUCTIONS: Please type. Complete the request, providing full details of the reason for the request. Submit the form to the first agency indicated in the Routing section below, which will approve or disapprove and pass to the next agency listed, etc. The form will then be duplicated copies will be routed as indicated below. If expenses are approved, it will be necessary for the employee to submit a Conference and Meeting Expense Account form after the leave is completed.

PERSONNEL COPY FINANCE OFFICE EMPLOYEE DEPARTMENT AGENCY HEAD

EMPLOYEE
Name James Hutter Classification Librarian II
Agency Computer Services Position Agency Head

ACTIVITY NYLA 2018 Annual Conference in Rochester, NY

LEAVE REQUESTED With Pay Without Pay
☐ Meeting ☑ Conference ☐ Meeting ☐ Conference
☐ Special Vacation ☐ Program ☐ Special Vacation ☐ Program
☐ Library Time ☐ Annual Leave ☐ Maternity ☐ Extended Illness
☐ Other (Specify in Activity) ☐ Other (Specify in Activity)

FROM: 11/07/18 TO: (Inclusive) 11/10/18 FROM: TO: (Inclusive)

PROJECTED EXPENSES
☐ Transportation $250 ☐ Bus/Taxi ☐ Registration $300 ☐ Other
☐ Hotel $ 500.00 ☐ Mileage $ - ☐ Refreshments ☐ Other
☐ Meals $ 180.00 ☐ Tolls/Parking $ - ☐ Gratuities $ 60.00 TOTAL $1,290.00

REASON FOR REQUEST

I understand and agree to comply with the rules and conditions of this form

Signature

ROUTING


Agency Head
Assistant Director
Director

EXPENSES APPROVED
☐ulo expenses approved.

 Expenses will be approved after the date of the activity upon presentation of appropriate receipts and bills, not to exceed $
INSTRUCTIONS: Please type. Complete the request, providing full details of the reason for the request. Submit the form to the first agency indicated in the Routing section below, which will approve or disapprove and pass to the next agency listed, etc. The form will then be duplicated copies will be routed as indicated below. If expenses are approved, it will be necessary for the employee to submit a Conference and Meeting Expense Account form after the leave is completed.

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<th>PERSONNEL COPY</th>
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**EMPLOYEE**

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<td>Technology Librarian</td>
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<tr>
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**ACTIVITY**

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<th>TO: (Inclusive)</th>
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**PROJECTED EXPENSES**

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<th>Tolls/Parking</th>
<th>Registration</th>
<th>Refreshments</th>
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<td>$ 417.30</td>
<td>$ 180.00</td>
<td>$ 75.00</td>
<td>$ 213.00</td>
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| TOTAL | $1,385.30 |

**REASON FOR REQUEST**

To attend the NYLA library conference in Rochester.

I understand and agree to comply with the rules and conditions of this form.

Signature

**ROUTING**

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<tr>
<td></td>
<td></td>
<td>V</td>
<td></td>
<td>7/16/18</td>
<td>Should be a great conf!</td>
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**DIRECTOR**

**EXPENSES APPROVED**

Expenses will be approved after the date of the activity upon presentation of appropriate receipts and bills, not to exceed $
27th Annual Conference on Libraries and the Future

Start: October 25, 2018
End: October 26, 2018
Location: The Heritage Club - at Bethpage- 99 Quaker Meeting House Rd, Farmingdale, NY 11735

Registration
- EARLY BIRD RATE: Friday Conference ONLY – $110.00
  Friday, October 26, 2018, 8:30am
- EARLY BIRD RATE: Full Conference Package – $135.00
  Thursday, October 25, 2018, 5:30pm - Dinner
  Friday, October 26, 2018, 8:30am - Conference
- EARLY BIRD RATE: Thursday Dinner ONLY – $55.00
  October 25, 2018; 5:30pm
- FIRST TIME ATTENDEES - Friday Conference ONLY – $99.00
  CALL FOR DISCOUNT CODE
  October 26, 2018 - 8:30am
- FIRST TIME ATTENDEES - Full Conference Package – $121.50

Fix the Future:
Access, Innovation, Opportunities

Current and future library leaders will convene this fall to learn how to better position their service programs and facilities for success in the face of key societal, technological, and global changes. Anyone interested in future proofing toward ensuring the relevancy and sustainability of the work they do and the audiences they represent should look to attend.

When the Conference kicks off on Thursday evening, Wesley Rebisz and Nancy Epstein, from the Lesso Group, will explain the philosophy behind the company’s unique service approach, as well as share details behind specific initiatives in consumer spaces. Learn how Lesso Home redefines the consumer shopping area experience and come away with fresh ideas for your library.

Friday’s presentations involve a full line-up of speakers addressing themes that demand our attention as we navigate the way forward for our organizations. We’ll
CALL FOR DISCOUNT CODE
October 25, 2018 - 5:30pm -
Dinner
October 26, 2018 - 8:30am -
Conference
• FIRST TIME ATTENDEES -
Thursday Dinner ONLY -
$49.50
CALL FOR DISCOUNT CODE
October 25, 2018 - 5:30pm

discuss access, equity, education, empowerment, and more.
Conference participants include the following individuals and organizations:

David Beard, Former Deputy Editor-in-Chief and Digital Editor for National Journal
Representative from Electronic Freedom Foundation
Betsy Rivera from Girls Who Code
Representative from Powerplant

First Time Attendees Call for Discount Code 631.675.1570 ext. 2001

For questions contact Eliscla Cirrone, ecirrone@ilirc.org or 631-675-1570 Ext. 2001

627 N. Sunrise Service Road, Bellport NY, 11713, (631) 675-1570

"Long Island Library Resources Council" is a 501(c)3 non-profit organization.
July 11, 2018

Mr. Keith Klang
Director
Port Washington Public Library
1 Library Drive
Port Washington, NY 11050

Re: Indoor Air Quality Testing

Dear Mr. Klang:

On July 10, 2018, Enviroscience Consultants Inc. conducted a limited indoor air quality inspection of the Port Washington Public Library at 1 Library Drive, Port Washington, New York to measure Volatile Organic Compounds throughout the building. Areas of the Library were recently renovated. The testing was done in response to occupant complaints about odors released from the new building materials.

Indoor volatile organic compounds come from a large number of indoor sources including building materials, furnishings, cleaning products, household and hobby products, people and their activities, and outdoor air.

A photo ionization detector (PID) was used to measure total volatile organic compounds (TVOC) in various spaces inside the Library and outdoors. Results ranged from 0.0 parts per million (ppm) to 0.2 ppm. Reference the attached chart. Results were well within acceptable limits and did not vary from outdoor concentrations or values measured in areas of the building that were not renovated.

Please feel free to contact me if you have any questions regarding this report.

Sincerely,

Bart Gallagher
Bart Gallagher
Enviroscience Consultants, Inc.

Enc.: Sample Results
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<tr>
<th>Location</th>
<th>Total VOC in ppm</th>
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<tbody>
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<td>Basement</td>
<td></td>
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<tr>
<td>Maintenance Shop</td>
<td>0.1</td>
</tr>
<tr>
<td>Toilet</td>
<td>0.0</td>
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<tr>
<td>Storage Area</td>
<td>0.2</td>
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<td>Lower Level</td>
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<td>Lobby</td>
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<tr>
<td>Outdoors</td>
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<tr>
<td>Level 1</td>
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<td>Information Desk</td>
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<tr>
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</tr>
<tr>
<td>Teen's Space</td>
<td>0.0</td>
</tr>
<tr>
<td>South Wing</td>
<td>0.0</td>
</tr>
<tr>
<td>Stacks</td>
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<td>Center</td>
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<td>TYPE OF EQUIPMENT</td>
<td>MANUFACTURER</td>
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<tr>
<td>-------------------------------------------</td>
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</tr>
<tr>
<td>Brown metal chairs Remaining inventory</td>
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<tr>
<td>Old children's room tables</td>
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</tr>
<tr>
<td>Old lateral files from Children's room</td>
<td></td>
</tr>
<tr>
<td>Display case</td>
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<tr>
<td>Various putty colored shelving no longer being used. (All remaining pieces)</td>
<td></td>
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<tr>
<td>File cabinets</td>
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Date Submitted: 7/19/18

Board Approved:
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<th>Committee</th>
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<tr>
<td>Policy</td>
<td>John O'Connell, Michael Krevor</td>
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<td>John O'Connell, Lee Aitken,</td>
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<td>Community Relations</td>
<td>John O'Connell, Patricia Bridges, Nancy Comer, William Keller</td>
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<tr>
<td>Volunteer Outreach</td>
<td>John O'Connell, Patricia Bridges, Lee Aitken</td>
</tr>
</tbody>
</table>
Please Join Us!

The Long Island Library Resources Council
and
The Nassau County Library Association
cordially invite you to our

33rd Annual Breakfast

with your New York State Legislators

Friday, September 28, 2018 at 8:30am
Hosted by the
Nassau Library System
900 Jerusalem Avenue, Uniondale NY 11553

Please R.S.V.P. by September 21 to
Eliscia Cirrone
ecirrone@lilrc.org
631-675-1570
AAC Meeting Minutes
June 13, 2018


Betty opened the meeting at 7:00 pm

The May minutes were unanimously approved.

Financial statement: Thank you to Shellie Schneider who spoke with Minute Man Press and had them credit the council an additional charge they made to reprint art cards from the March show.

July artist Mike Zisser will install his show on Friday June 29 in the morning. Reuben and Shelley Holtzman will assist with the hanging in place of Christina Byers who is unable to attend that day. The show will come down August 1st at 11 am.

Toby will Chair the AAC Member Show in August. The show will go up August 2nd at noon and will come down the morning of August 28th, Friday. Members must bring in their own art work, either one large piece or two smaller pieces for consideration. Each work must be clearly labeled with the artist’s name, medium and dimensions.

Strollers in the gallery was discussed again. Betty asked if any council members would like to attend the next Board Meeting on June 20th to speak with the Board.

The following artists have been accepted with conditions:

Kat Cope: Toby and Armond will chair the show and will make a studio visit to discuss show dates (possibly November or December) and which pieces are acceptable to display in the gallery as the work involves mannequins. Christy will not send an acceptance letter until this is done.

Zhonguen Hu: Raisy and Linda will Chair and will discuss possibly exhibiting in January.

Rochelle Shicoff: Ellen Schiff and Patti Paris will Chair and will discuss possibly exhibiting in December.

It was decided that the AAC will now meet at 7 pm. Instead of 8 pm for the general meetings and the preview meetings will now be held starting at 6:30 pm. Vanessa will send an email to all members notifying them of the time change.

THE NEXT MEETING WILL BE WEDNESDAY, SEPTEMBER 12 AT 7 PM
Nautical Advisory Council – Minutes for June 20, 2018

Attendees: Andrea Watson, Bill Palafox, Mary Lu Dempsey, Josh Smith, Holly Byrne, Leslie Wollin and Jeff Zeh.

The meeting began at 7:44 pm. The minutes from the May 10, 2018 meeting were approved unanimously.

As of June 20, 2018, the budget was $15,270.73. This balance included expenses for the model boat regatta sponsorship.

Bill Palafox supplied the Council with a report about the Model Boat Regatta. (A written report will be attached to these minutes). He reported that amongst the major preparations for this event, that 450 students were trained on assembling and operating their boats. And that 424 parts and masts were returned after the race for future use. He also said that the use of the Baxter Pond boat house was very helpful. As in years past one of the biggest challenges is crowd control (particularly of parents) but the volunteers were up to the challenge. There was some discussion about some of the boats used in the regatta being displayed in the Children’s Room. Also, the shirt given to participants included printing of the NAC listed amongst the sponsors. Bill and Mary Lu are looking to hand off the responsibility for this event in the near future and are looking for a potential successor. And of course, the Council is very grateful for all the hard work and preparation that Bill and Mary Lu provide for this important event.

The next topic was the Jennifer Egan author event planned for Oct. 23rd. As previously mentioned the Library Foundation has been eagerly working on planning a “meet and greet” session with large donors prior to the main event. The planning has been moving along and further updates will be forthcoming. And all Council members will be invited to this “meet and greet.” Jeff reported that he had spoken to Judith, the owner of the Dolphin Bookshop about supplying and selling copies of Manhattan Beach at the event. This should also help with publicity as Dolphin will also be advertising the event. The beginning of August will be the deadline for the library’s October newsletter. And there was discussion about the need for a flyer and/or poster that can be used to help advertise the event. Jeff mentioned that the community relations position which usually handles publicity is vacant but will be filled at some point.

Next there was a brief discussion about the pending estate gift from Ginger Marshall Martus. The plan going forward was for Vanessa, Jeff and Andrea to meet with Keith Klang (the new library director) about this.

We then turned to developing ideas for a series of programs to be planned for January through March 2019. The plan was to hopefully schedule these for the third Thursday of the month so that it is easier for the public to remember when the programs are being held. Andrea reported that Jennifer Galvin, documentary film maker, has been very hard to reach so far. Another previous suggestion had been a screening of the 2011 documentary Ocean Frontiers with a speaker to discuss it. There were not any suggestions for a person to discuss it yet. That film runs 81 minutes. Another idea previously suggested was a presentation about the “Golden Globe” race around the
world using only a sextant and Morse code. Josh suggested another idea to bring in Jennifer McCabe as a speaker. She was the first woman admitted to the Merchant Marine Academy. It was noted that March is Women’s History month and might be an appropriate time to schedule it. Some of the other past ideas discussed again included a presentation about oystering on Long Island, as well as a presentation about rum running in and around Long Island. And one final idea was to have local resident Katherine Crean discuss some of her sailing adventures. There was further discussion about how to honor Ginger Marshall Martus with the series of programs. One way was to name the whole series in her honor or to have a female speaker or speakers give a presentation in her name. Jeff announced that the beginning of November would be the deadline for the January newsletter, which is when the program series would be publicized.

As an update on the History Pin project Jeff said he would speak to Vanessa about a meeting date to keep the ball rolling.

And lastly, the Council agreed that both Holly Byrne and Leslie Wollin were two great new additions to the Council after some recent departures of members Alan Bergman and Bill Simon. And all agreed that while we did not necessarily need more new members, more would be nice.

The tentative date for the next meeting was set for Wed. September 5, 2018.

Meeting was adjourned at 9:04 pm.

ACTION ITEMS

- Andrea, Jeff and Vanessa will meet with Keith Klang to further discuss the pending estate gift from Nautical Council co-founder Ginger Marshall Martus.
- Planning will continue for the Jennifer Egan author visit, including book sales coordination with Dolphin Bookshop, as well as plans for a meet and greet event prior to the library event, and the August publicity deadline for the event in the October newsletter as well as a flyer or poster that can be displayed and distributed
- All Council members will continue brainstorming and research will continue for our next series of programs (Jan. – March 2019) including a possible theme for the 3 programs as well as topics and potential speakers
- Jeff will be following up on both August and November deadlines for the library newsletter
- Bill, Mary Lu, Andrea and Jeff will continue to work on the History Pin project with the assistance of Bob Bracken and Vanessa
Dear NAC Volunteers!

The June 3rd 2018 Harborfest Model Boat Regatta is now history, race results are in and our Third Graders are delighted! A strong testimonial to all volunteers and sponsors like the NAC for their efforts going back to January of this year. **Thanks to all for your efforts!**

Recap:
- 6 schools participated...thanks to the schools and 22 classroom teachers
- The Baxter's Pond Foundation was our gracious host.
- 12 sponsors helped fund the event’s supplies, childrens’ T-shirts, and provided kayaks
- The NAC was prominently mentioned on participating childrens’ T-shirts, 2 large sponsor posters at the race and in the news media
- 450+ model boat supplies kits were prepared during the winter and spring by volunteers for all classrooms.
- 450 children were trained...volunteers visited and trained each class...some pulling double duty
- 247 children raced their boats on Baxter’s pond...ever increasing...**most ever!**
- 20 elimination heats were run and scored accurately
- A motivated cadre of 36 volunteers on race day, some pulling double duty, made the race day a success
- Atlantic Hook and Ladder helped us "out-fox" Mother Nature’s strong Northeasterly wind by reducing net crosswinds to a manageable level.

- **Individual School Champs, we see:**
  - Sousa...Abigail Amalfitano...Boat #20
  - Daly...Edward Conlon...Boat # 145
  - Guggenheim...Alina Cooper...Boat # 191
  - Manorhaven...Seira Mirakine...Boat # 355
  - Salem... Yuna Garcia...Boat # 369
  - St. Peter's...Andrew Blake...Boat # 434

- **In the final heat which determined the “All Port Champion”...we see**
  - All Port Champ...Seira Mirakine...Boat # 355...Manorhaven...Congratulations!
  - 2nd Overall...Alina Cooper...Boat # 191...Guggenheim
  - 3rd Overall...Yuna Garcia... Boat # 369...Salem

**Team Spirit Award**...The percentage of children who raced versus the school’s Third Grader population.

- First Place...St. Peter’s ...100%! ... the entire class participated...truly amazing!
- First Runner-up...Sousa...65.74%
- Second Runner-up...Manorhaven...58.06%

- All Port Percentage...54.89%...Year 2018
- All Port Percentage...54.30%...Year 2017
The core Team for this event A to Z is Mary Lu Dempsey, Bill Palafox and Marian Weissman.

We can be proud that the NAC contributed to a great cause! We hope that this event makes for a great learning and teamwork experience for our children, contributes to Port's nautical heritage and hopefully puts more of these budding skippers on our Bay in the near future.

Respectfully submitted.

Bill

Bill Palafox, Chair
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<tr>
<th>Received From</th>
<th>Date</th>
<th>Comment</th>
<th>Forwarded/Responded</th>
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<tbody>
<tr>
<td>W.R.</td>
<td>7/2/18</td>
<td>I was dismayed to see you will be closed on Sundays for the summer. May I suggest that you consider closing Mondays instead of Sundays? For working parents the weekends are the only time we have to get to the library. If it’s a rainy day on the weekend, it’s especially nice to have the option of going to the library. Thank you for considering.</td>
<td>KK/KK</td>
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<tr>
<td>Anonymous</td>
<td>7/13/18</td>
<td>Have the book Pluto by R.J. Paracio</td>
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<td>Anonymous</td>
<td>7/23/18</td>
<td>Very frustrating trying to find items labeled check shelves but not to be found. Thank you.</td>
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<td>Anonymous</td>
<td>7/30/18</td>
<td>For Purchase, Books with easy songs to play on Ukulele – Hal Leonard good publisher.</td>
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<td>PWPLGoogle Page</td>
<td>8/1/2018</td>
<td>“It’s the most wonderful copy machine in the entire northeast”</td>
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<td>K.H.</td>
<td>8/2/2018</td>
<td>My family really enjoys the park and museum passes the library offers. However, the NY Empire State Pass is so popular that we can’t reserve one even with two months advance planning. It would be nice to have more NY Empire State passes. Thank you!</td>
<td>DA</td>
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<td>Anonymous</td>
<td>8/6/2018</td>
<td>Thank you for making copies of the NY Times crossword puzzle.</td>
<td>JW</td>
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<td>J.E.</td>
<td>8/15/2018</td>
<td>Men’s room needs to be renovated.</td>
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<td>SEPTEMBER 1st</td>
<td>DECEMBER 2nd</td>
<td>MARCH 3rd</td>
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<td>Adult Computers</td>
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<td>Children's Computers</td>
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<td>YA MAC</td>
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<td>767</td>
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<td>Online Databases</td>
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<td>Tutor.com</td>
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<td>Home Visits</td>
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<td>Adult</td>
<td>183</td>
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<td>YA</td>
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<td>Children</td>
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<td>ESOL</td>
<td>194</td>
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<td>Non-Library</td>
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<td><strong>PROGRAM ATTENDANCE</strong></td>
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<td>YA</td>
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<td><strong>PATRONS ADDED</strong></td>
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Notes: Carpet Installation (June)
Third Party Custody Agreement

This Third Party Custody Agreement ("Agreement"), made and executed this 11th day of December, 2017, between Port Washington Public Library, located at 1 Library Drive, Port Washington in the County of Nassau, State of New York (the "Local Government"), Sterling National Bank, a Commercial Bank having offices at 400 Rella Blvd, Montebello, New York (the "Bank"), and Manufacturers and Traders Trust Company, having offices at One M&T Plaza, Buffalo, New York 14203 (the "Custodian").

WITNESSETH

WHEREAS, the Local Government desires to maintain or continue to maintain public deposits with the Bank;

WHEREAS, the Bank desires to obtain such deposits and to provide security therefor as required by the New York General Municipal Law, the New York Banking Law and other applicable statutes;

WHEREAS, the Custodian agrees to provide safekeeping services and to hold any securities pledged by the Bank in a custodial account established for the benefit of the Local Government as secured party pursuant to this Agreement;

NOW, THEREFORE, in consideration of the mutual promises set forth hereafter, the parties hereto agree as follows:

1) Security Requirements

a) The Bank, to secure the timely payment of Uninsured Deposits heretofore or hereafter made by the Local Government, including any interest due thereon, shall provide the Local Government with Eligible Collateral having an Adjusted Market Value equal to the Collateral Requirement. Whenever Eligible Securities are provided pursuant to this paragraph, the Bank hereby grants to the Local Government a pledge and security interest in and to such Eligible Securities and shall deliver such Eligible Securities to the Custodian in the manner prescribed in section 2 of this Agreement. The security interest of the Local Government in Eligible Securities shall terminate upon the transfer of such Eligible Securities from the Account. Eligible Letters of Credit and Eligible Surety Bonds provided pursuant to this paragraph shall be subject to the prior approval of the Local Government unless the Local Government has approved in writing the form of an Eligible Letter of Credit or Eligible Surety Bond to be issued by a specific entity or the form of such Eligible Letter of Credit or Eligible Surety Bond is attached hereto as an Exhibit.

b) The Custodian will daily determine the Adjusted Market Value of the Eligible Collateral provided pursuant to this Agreement. If the Adjusted Market Value of such Eligible Collateral is less than the Collateral Requirement, the Custodian shall notify the Bank and the Bank shall, upon such notice, be required to provide additional Eligible Collateral having a Adjusted Market Value equal to or greater than such deficiency that same Business Day. If the Adjusted Market Value of the Eligible Collateral provided pursuant to this Agreement exceeds the Collateral Requirement, the Custodian, at the direction of the Bank, shall transfer securities from the Account, or in the case of other Eligible Collateral, cause or consent to a reduction in the amount thereof, to the extent of such excess.

c) The Bank may substitute Eligible Collateral ("Substitute Collateral") for any Eligible Collateral previously provided pursuant to this Agreement so long as the Substitute Collateral has an Adjusted Market Value equal to or greater than the Eligible Collateral which it will replace. The Bank shall give Written or Oral Instructions thereof to the Custodian of any proposed substitution. In the event that the Custodian determines that the Substitute Collateral described in such notice consists
exclusively of Eligible Securities having sufficient Adjusted Market Value, the Custodian, at the direction of the Bank, shall transfer the Eligible Securities out of the Account against delivery to the Account on the same Business Day of the Substitute Collateral. In the event the Substitute Collateral described in such notice consists of an Eligible Letter of Credit or Eligible Surety Bond, the prior consent of the Local Government shall be required before the Bank or Custodian may complete the substitution described in such notice unless the Local Government has, in writing, previously approved and consented to the form and issuer of the Eligible Letter of Credit and/or Eligible Surety Bond to be provided as Substitute Collateral.

2) Custody of Eligible Securities

a) The Bank and Local Government hereby appoint the Custodian as custodian of all Eligible Securities at any time delivered to the Custodian pursuant to this Agreement. The Custodian hereby accepts appointment as such Custodian and agrees to establish and maintain the Account and appropriate records identifying the Eligible Securities as pledged by the Bank to the Local Government. The Account shall be kept separate and apart from the general assets of the Custodian and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or liability of the Custodian. The Custodian, in performing its duties and responsibilities pursuant to this Agreement, shall act as Custodian for, and agent of, the Local Government.

b) The Bank and Local Government agree that Eligible Securities delivered to the Custodian for deposit in the Account may be in the form of credits to the accounts of the Custodian at the Book Entry System or a Depository or by delivery to the Custodian of physical certificates in a form suitable for transfer or with an assignment in blank to the Local Government or Custodian. The Bank and Local Government hereby authorize the Custodian on a continuous and ongoing basis to deposit in the Book Entry System and/or the Depositories all Eligible Securities that may be deposited therein and to utilize the Book Entry System and/or Depositories and the receipt and delivery of physical securities or any combination thereof in connection with its performance hereunder. Eligible Securities credited to the Account and deposited in the Book Entry System or Depositories or other financial intermediaries will be represented in accounts of the Custodian that include only assets held by the Custodian for customers, including but not limited to accounts in which the Custodian acts in a fiduciary, agency or representative capacity. Eligible Securities that are not held in the Book Entry System, Depositories or through another financial intermediary will be held in the Custodian’s vault and physically segregated from securities and other non-cash property belonging to the Custodian.

The Custodian shall provide the Local Government and the Bank each month with a statement identifying all Eligible Securities in the Account, the Market Value thereof as of the date of such statement. Upon request, the Custodian shall provide the Local Government and Bank with a written confirmation within three (3) Business Days of any day on which Eligible Securities are transferred to and from the Account. Such confirmation shall identify the specific securities that are the subject to the confirmation and state the Market Value thereof as of the date of such transaction.

c) The Account shall not be subject to any security interest, lien or any right of set-off by or against the Custodian.

d) With respect to all Eligible Securities held in the Account, the Custodian by itself, or through the use of the Book Entry System or the appropriate Depository, shall, unless otherwise instructed to the contrary by the Bank: (i) collect all income and other payments reflecting interest and principal on the Eligible Securities in the Account and credit such amounts to the account of the Bank; (ii) forward to the Bank copies of all information or documents that it may receive from an issuer of Eligible Securities which, in the opinion of the Custodian, are intended for the beneficial owner of the Eligible Securities including, without limitation, all proxies and other authorizations properly executed and all proxy statements, notices and reports; (iii) execute, as Custodian, any certificates of ownership, affidavits, declarations or other certificates under any tax laws now or hereafter in effect in connection with the collection of bond and note coupons; (iv) hold directly, or through the Book Entry System or Depository, all rights issued with respect to any Eligible Securities held by the Custodian hereunder; and (v) upon receipt of written instruction from the Bank, the Custodian will exchange
Eligible Securities held hereunder for other securities and/or cash in connection with (a) any conversion privilege, reorganization, recapitalization, redemption in kind, consolidation, tender offer or exchange offer, or (b) any exercise, subscription, purchase or other similar rights.

3) Events of Default

a) In the event the Bank shall fail to pay the Local Government any amount of the Deposits by the Local Government covered by this Agreement in accordance with the terms of such Deposit, or should the Bank fail or suspend active operations, the Deposits in such Bank shall become due and payable immediately and the Local Government shall have the right to unilaterally demand delivery of all Eligible Securities in the Account by notice to the Custodian and to sell such securities at public or private sale. In the event of such sale, the Local Government, after deducting all legal expenses and other costs, including reasonable attorneys fees, from the proceeds of such sale, shall apply the remainder towards any one or more of the liabilities of the Bank to the Local Government and shall return the surplus, if any, to the Bank.

4) Representation and Warranties

a) Representations of the Bank. The Bank represents and warrants that:

i) it is the legal and actual owner, free and clear of all liens and claims, of all Eligible Securities pledged pursuant to this Agreement;

ii) the form of this Agreement was approved by its board of directors;

iii) this Agreement was executed by an officer of the Bank who was authorized by the Bank's board of directors to do so and will at all times be maintained as an official record of the Bank;

iv) all securities pledged pursuant to this Agreement are Eligible Securities and that all letters of credit and surety bonds obtained by the Bank in satisfaction of its obligations hereunder and of which the Local Government is the beneficiary are Eligible Collateral;

v) the Bank is a bank or trust company located and authorized to do business in the State of New York;

vi) all acts, conditions and things required to exist, happen or to be performed on its part precedent to and in the execution and delivery of this Agreement exist or have happened or have been performed.

b) Representations of the Local Government. The Local Government hereby represents and warrants that:

i) this Agreement has been legally and validly entered into, does not and will not violate any statute or regulation applicable to it and is enforceable against the Local Government in accordance with its terms;

ii) the appointment of the Custodian has been duly authorized and no other action by the Local Government is required and this Agreement was executed by an officer of the Local Government authorized to do so;

iii) it will not transfer, assign its interests in or the rights with respect thereto any Eligible Securities pledged pursuant to this Agreement except as authorized pursuant section 3 of the Agreement.

iv) all acts, conditions and things required to exist, happen or to be performed on its part precedent to and in the execution and delivery of this Agreement exist or have happened or have been performed.

5) Concerning the Custodian

3 of 10 (02/2014)
a) The Custodian shall not be liable for any loss or damage, including counsel fees, resulting from its action or omission to act or otherwise, except for any loss, damage, claim or expense arising out of its own negligence or willful misconduct, and shall have no obligation hereunder for any loss or damage, including counsel fees, which are sustained or incurred by reason of any action or inaction by the Book Entry System or Depository. The Custodian may, with respect to questions of law, apply for and obtain the advice and opinion of competent counsel and shall be fully protected with respect to anything done or omitted by it in good faith and conformity with such advice or opinion. The Local Government and Bank agree, jointly and severally, to indemnify the Custodian and to hold it harmless against any and all costs, expenses, damages, liabilities or claims, including reasonable fees and expenses of counsel, which the Custodian may sustain or Incur or which may be asserted against the Custodian by reason of or as a result of any action taken or omitted by the Custodian in connection with operating under this Agreement, except those costs, expenses, damages, liabilities or claims arising out of the negligence or willful misconduct of the Custodian or any of its employees or duly appointed agencies. This indemnity shall be a continuing obligation of the Local Government and Bank notwithstanding the termination of this Agreement.

b) The Custodian shall not be responsible for, or considered to be the Custodian of, any security received by it for deposit in the Account until the Custodian actually receives and collects such security directly or by the final crediting of the Custodian's account on the books of the Book Entry System or the appropriate Depository. The Custodian will be entitled to reverse any credits made on the Local Government's behalf where such credits have been previously made and the Eligible Securities are not finally collected.

c) The Bank shall pay to the Custodian such fees as may be agreed upon from time to time.

d) The Custodian shall have no duties or responsibilities whatsoever except such duties and responsibilities as are specifically set forth in this Agreement and no covenant or obligation shall be implied against the Custodian in connection with this Agreement.

e) The Local Government's authorized officer, upon reasonable notice, shall have access to the Custodian's books and records maintained with respect to the Local Government's interest in the Account during the Custodian's normal business hours. Upon the reasonable request of the Local Government, the Custodian shall provide copies of any such books and records to the Local Government or the Local Government's authorized officer at the Local Government's expense.

6) Termination

a) Any of the parties hereto may terminate this Agreement by giving to the other party a notice in writing specifying the date of such termination, which shall be the earlier of (i) not less than 90 days after the date of giving such notice or (ii) the date on which the Deposits are repaid in full. Such notice shall not affect or terminate the Local Government's security interest in the Eligible Securities in the Account. Upon termination hereof, the Bank shall pay to the Custodian such compensation as may be due to the Custodian as of the date of such termination and the Custodian shall follow such reasonable Written Instructions of the Bank concerning the transfer of custody of Eligible Securities, collateral records and other items. In the event the Custodian also receives separate Written Instructions from the Local Government concerning the transfer of Eligible Securities, the Custodian shall act pursuant to the Local Government's Written Instructions. Upon the date set forth in the termination notice, this Agreement shall terminate except as otherwise provided herein and all obligations of the parties to each other hereunder shall cease.

7) Miscellaneous

a) The Local Government and Bank each agrees to notify the Custodian in the event that any present Authorized Person ceases to be an Authorized Person or in the event that any other Authorized Persons are appointed and authorized. Until such new notification is received, the Custodian shall be fully protected in acting upon Oral or Written Instructions or signatures of the present Authorized Persons.
b) Any Written Instructions or other instrument in writing authorized or required by this Agreement shall be given to the Custodian and shall be sufficiently given if sent to the Custodian by regular mail to its offices at One M&T Plaza, 8th Floor, Buffalo, New York 14203, Attn: Institutional Custody Services or at such other place as the Custodian may from time to time designate in writing.

c) Any notice or other instrument in writing authorized or required by this Agreement to be given to the Bank shall be sufficiently given if sent to the Bank by regular mail to its address listed at the end of this Agreement or at such other place as the Bank may from time to time designate in writing.

d) Any notice or other instrument in writing, authorized or required by this Agreement to be given to the Local Government shall be sufficiently given if sent to the Local Government by regular mail to its address listed at the end of this Agreement or at such other offices as the Local Government may from time to time designate in writing.

e) In case any provision in or obligation under this Agreement shall be invalid, illegal or unenforceable in any jurisdiction, the validity, legality and unenforceability of the remaining provisions or obligations shall not in any way be affected or impaired thereby and if any provision is inapplicable to any person or circumstances, it shall nevertheless remain applicable to all other persons and circumstances.

f) This Agreement may not be amended or modified in any manner by the Local Government or the Bank except with the written consent of the Custodian. The Custodian may amend or modify this Agreement upon thirty (30) days' prior written notice to the Local Government and the Bank, and continued the use of the services provided by the Custodian under this Agreement to the Local Government and the Bank after the effective date of such amendment or modification shall be deemed to constitute their consent to such amendment or modification.

g) This Agreement shall extend to and be binding upon the parties hereto, and their respective successors and assigns; provided, however, that this Agreement shall not be assignable by any party without the written consent of the other parties.

h) This Agreement shall be construed in accordance with the laws of the State of New York without regard to conflict of law principles thereof.

8) Definitions

Whenever used in this Agreement the following terms shall have the following meanings:

a) "Account" shall mean the custodial account established with the Custodian for the benefit of the Local Government as secured party in accordance with this Agreement.

b) "Adjusted Market Value" shall be one hundred percent of Market Value except that: (1) in the case of Eligible Securities enumerated in subparagraphs (v), (vi) and (vii) of Exhibit B, the Adjusted Market Value shall be an amount equal to its Market Value multiplied by 0.9 if such Eligible Security is not rated in the highest rating category by at least one nationally recognized statistical rating agency, but is so rated in the second highest rating category, and an amount equal to its Market Value multiplied by 0.8 if such Eligible Security is not so rated in one of the two highest categories, but is so rated in the third highest rated category; (2) in the case of Eligible Securities enumerated in subparagraphs (viii), (ix) and (x) of Exhibit B, the Adjusted Market Value shall be an amount equal to its Market Value multiplied by 0.8; (3) in the case of eligible securities enumerated in subparagraph (ix) of Exhibit B, the Adjusted Market Value shall be an amount equal to its market value multiplied by 0.7; and, (4) in the case of Eligible Letters of Credit, the Adjusted Market Value shall be the amount of the letter divided by 1.4.

c) "Authorized Person" shall be any officer of the Local Government or the Bank designated in writing from time to time as authorized to give Oral Instructions or Written Instructions on behalf of the Local Government or the Bank, as the case may be.
d) "Bank" shall have the meaning set forth in the heading of this Agreement.

e) "Book Entry System" shall mean the Federal Reserve/Treasury Book Entry System for receiving and delivering government securities.

f) "Business Day" shall mean any day on which the Custodian and the Bank are open for business and on which the Book Entry System and/or the Depositories are open for business.

g) "Collateral Requirement" shall mean the amounts required in Exhibit "A" unless Bank and Local Government agree to a different amount in accordance with this agreement.

h) "Depository" shall include the Depository Trust Company and other securities depositories and clearing agencies (and their successors and nominees) registered with the Securities and Exchange Commission or otherwise regulated by appropriate federal or state agencies as a securities depository or clearing agency.

i) "Deposits" shall mean all deposits by the Local Government in the Bank that are available for all uses generally permitted by the Bank to the Local Government for actually and finally collected funds under the Bank's account agreement or policies.

j) "Eligible Collateral" shall mean Eligible Securities, Eligible Letters of Credit and Eligible Surety Bonds.

k) "Eligible Letter of Credit" shall mean an irrevocable letter of credit issued in favor of the Local Government for a term not to exceed ninety days by either: (1) a bank (other than the Bank) whose commercial paper and other unsecured short-term debt obligations (or, in the case of a bank which is the principal subsidiary of a holding company, whose holding company's commercial paper and other unsecured short-term debt obligations) are rated in one of three highest rating categories based on the credit of such bank or holding company by at least one nationally recognized statistical rating organization; or, (2) by a bank (other than the Bank) which is in compliance with applicable federal minimum risk-based capital requirements.

l) "Eligible Securities" shall mean any securities of the types enumerated in the Schedule of Eligible Securities attached hereto as Exhibit "B", as such Schedule may be amended by the parties in writing from time to time. Local Government may designate the type or types of securities that constitute "Eligible Securities" by placing an "X" or other mark in the space before each permissible type of security listed in Exhibit B. If no type or types of securities are so designated, then all types of securities listed in Exhibit B shall constitute "Eligible Securities".

m) "Eligible Surety Bond" shall mean a bond executed by an insurance company authorized to do business in the State of New York, the claims paying ability of which is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

n) "Market Value" shall mean, with respect to any Eligible Security held in the Account, the market value of such Eligible Security as made available to the Custodian by a generally recognized source selected by the Custodian or by the Bank or the most recently available closing bid quotation from such source plus, if not reflected in the market value, any accrued interest thereon, or, if such source does not make available a market value or a closing bid price for a particular security, the market value shall be as determined by the Custodian in its sole discretion based on information furnished to the Custodian by one or more brokers or dealers or based on information otherwise reasonably acceptable to the Local Government; provided however that, if agreed in writing by the parties hereto, the Bank may provide the Custodian with such Market Values. The Market Value of Eligible Letters of Credit and Eligible Surety Bonds shall be the face amount thereof.

o) "Margin Percentage" shall equal 102 percent.
p) "Nationally Recognized Statistical Rating Organization" shall mean Moody's, Standard and Poor: Fitch, Duff and Phelps, BankWatch and IBCA and in the case of Eligible Surety Bonds, shall als include Bests.

q) "Oral Instructions" shall mean verbal instructions actually received by the Custodian from a Authorized Person or from a person reasonably believed by the Custodian to be an Authorize Person.

r) "Substitute Collateral" shall have meaning set forth in paragraph c of Section 1 of this Agreement.

s) "Uninsured Deposits" shall mean that portion of the Local Government's Deposits with the Bank that exceeds the insurance coverage available from the Federal Deposit Insurance Corporation.

t) "Written Instructions" shall mean written communications actually received by the Bank or its Custodian from an Authorized Person or from a person reasonably believed by the Bank or its Custodian to be an Authorized Person by a computer, telex, telecopier or any other system where the receiver of such communications is able to verify by codes or otherwise with a reasonable degree of certainty the identity of the sender of such communication.

*The remainder of this page intentionally left blank*
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective officers thereunto duly authorized, as of the day and year first above written.

ACKNOWLEDGED AND AGREED:

<table>
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<tr>
<th>Port Washington Public Library</th>
<th>Sterling National Bank</th>
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<td>Local Government, as Pledgee</td>
<td>Bank, as Depositary and Pledger</td>
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<tr>
<td>By:</td>
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<tr>
<td>Name: John M. O'Connell</td>
<td>Name: Holly Cavanagh</td>
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<tr>
<td>Title: President</td>
<td>Title: VP</td>
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</tbody>
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1 Library Drive, Port Washington, NY 11050
Address
516-883-4400
Telephone Number

400 Rella Boulevard, Montebello, NY 10901
Address
845-369-8040
Telephone Number

MANUFACTURERS AND TRADERS TRUST COMPANY, as Custodian

By: Joshua Campbell
Name: Joshua Campbell
Title: AVP
716-842-5079
EXHIBIT A

Collateral Requirement:

On any Business Day that the Local Government has Uninsured Deposits in the Bank, the Bank, in accordance with paragraph b of section 1 of this Agreement, agrees to deliver or cause to be delivered to the Custodian for deposit in the Account Eligible Collateral having an Adjusted Market Value equal to the Collateral Requirement. For purposes of this Agreement, Collateral Requirement shall mean the amount of such Uninsured Deposits times the Margin Percentage, if any.
EXHIBIT B
Schedule of Eligible Securities

(i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.

(ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.

(iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the Market Value of the obligation that represents the amount of the insurance or guaranty.

(iv) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation, which under a specific State statute may be accepted as security for deposit of public moneys.

(v) Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.

(vi) Obligations of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.

(vii) Obligations of counties, cities and other governmental entities of a state other than the State of New York having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.

(viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.

(ix) Any mortgage related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by bank regulatory agencies.

(x) Commercial paper and bankers' acceptances issued by a bank, other than the Bank, rated in the highest short term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.

(xi) Zero coupon obligations of the United States government marketed as “Treasury strips”.