

Montauk Library
Board of Trustees
Annual Organizational Meeting FY 2016-2017
Monday, July 11, 2016 6:00 PM
Unapproved minutes

Call to Order at 6:00 PM by Lycke

In attendance: Lycke, Donna, Bostrom, Levine, Grimes, DiPaolo

Also present: Vassallo

CALL TO ORDER

Letter of resignation from Marino.

OATH OF OFFICE

CODE OF ETHICS AND CONFLICT OF INTEREST POLICY

REPORT FROM NOMINATING COMMITTEE – ELECTION OF OFFICERS

President – Joan Lycke

Vice-President – James Donna

Secretary – Barbara Grimes

Financial Secretary – Marilyn Levine

Motion to approve nominating committee (Bostrom, Grimes)

STANDING COMMITTEES

Budget & Finance – Lycke, Levine, Grimes, DiPaolo

Building & Grounds – Lycke, Donna, _____, DiPaolo.

Policy & Procedure- Lycke, Bostrom, _____, DiPaolo.

Personnel – Lycke, Donna, Barnds, DiPaolo

AD-HOC COMMITTEES

Nominating – Levine, Lycke

Long-Range Planning

DESIGNATION OF DEPOSITORIES

Operating Account – Suffolk County National Bank

Capital Account – Suffolk County National Bank

Special Fund (CD) – Bridgehampton National Bank

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APPOINTMENT OF SIGNATORIES ON ALL BANK ACCOUNTS – Lycke, Levine, Bostrom, DiPaolo

APPOINTMENT OF INDEPENDENT AUDIT/ACCOUNTING FIRM - Baldessari & Coster CPA

APPOINTMENT OF BOOKKEEPING FIRM – Bookkeeping-101

APPOINTMENT OF INDEPENDENT TREASURER – Jennie Balcuns

APPOINTMENT OF THIRD PARTY ADMINISTRATOR – Admin Partners, LLC.

APPOINTMENT OF ACTUARIAL FIRM – USI Consulting Group

APPOINTMENT OF APPRAISAL FIRM – Appraisal Affiliates

APPOINTMENT OF INSURANCE AGENCIES – Amaden & Gay, Regan Agency

APPOINTMENT OF COUNSEL – Behrens, Loew & Cullen

NEWSPAPER OF RECORD – East Hampton Star

Adjournment: 6:10 PM (JLycke, JDonna, unanimous)

Next meeting is scheduled for July 18, 2016 at 7:00 PM

Respectfully submitted,

Fiorella Vassallo