

MONTAUK LIBRARY
Board of Trustees
Annual Organizational Meeting FY 2017-2018
Monday, July 10, 2017 6:00 PM

In attendance:

Joan Lycke, James Donna, Lynda Bostrom, Marilyn Levine, Barbara Grimes and Denise DiPaolo

CALL TO ORDER - 6:00 PM

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

STANDING COMMITTEES

Budget & Finance - Lycke, Levine, Grimes, DiPaolo

Building & Grounds - Lycke, Donna, Stein, DiPaolo

Policy & Procedure- Lycke, Bostrom, DiPaolo

Personnel - Lycke, Donna, Barnds, DiPaolo

AD-HOC COMMITTEES

Nominating

Long-Range Planning

DESIGNATION OF DEPOSITORIES

Operating Account (checking) - People's United Bank

Capital Account (checking) - People's United Bank

Capital Account - Bridgehampton National Bank

Permanent Fund (CD) - Bridgehampton National Bank

Permanent Fund (checking) - Bridgehampton National Bank

APPOINTMENT OF SIGNATORIES ON BANK ACCOUNTS - Lycke, Levine, Bostrom, DiPaolo

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

APPOINTMENT OF BOOKKEEPING FIRM - Bookkeeping-101

APPOINTMENT OF 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; Tom Volz

NEWSPAPER OF RECORD - East Hampton Star

VOTE TO APPROVE ALL, AS PRESENTED (Lycke, Donna; Unanimous)

ADJOURNMENT - 6:15 PM

TRUSTEES:

JOAN LYCKE, PRESIDENT July 2014 – June 2019
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JAMES DONNA, VICE-PRESIDENT July 2017 – June 2022
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MARILYN LEVINE, FINANCIAL SECRETARY July 2015 – June 2020
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