

Montauk Library
Regular Monthly Meeting of the Board of Trustees

January 22, 2018 7:00pm

Unapproved minutes

Call to Order at 7:01pm by JLycke

In attendance: JLycke, LBostrom, LBarnds, BGrimes, MLevine, PStein,

Also present: DDiPaolo, SKrusch, FVassallo

Moment of silence in memory of Jim Donna

Approval of the December 18, 2017 Board monthly meeting minutes (JLycke, PStein; unanimous)

Treasurer's Report - (MLevine, JLycke, unanimous)

Warrant Report - (BGrimes, MLevine, unanimous)

Public Expression: N/A

Correspondence: The Library received several donations in Jim Donna's memory.

Friends Report: The Friends will sponsor the Children's Department Chick-hatching program this spring. East End Friends meeting, shared new ideas such as a barn party and a photo contest. The house tour changed from June to September. The Friends files are being cleaned, every month Sally will bring something for the Trustees to enjoy, and some items may be given to Archives. Jim Donna's family sent a lovely note to the Friends thanking them for all the support from them and everyone in the community especially as it relates to Jim working with the Library. Jim was very happy to be part of the Library.

Committee Reports:

Buildings and Grounds

1. During the recent record-breaking below freezing weather, there was an emergency issue in the mechanical room where a pipe burst, which was repaired immediately. The plumber noticed the pipe is original to the building and recommended upgrading to a larger pipe.

2. Water damage was found on the floor in the Children's Department to the west wall and in the Reference area. The architect John Tanzi was asked to have the roofers check if there was a flashing issue since this was never an issue before on that side of the building.

3. During the recent storms, a main level office window was found wide open and difficult to close as well. It could have been blown open by the wind, but a police report was filed just in case.

4. New shelf fixture installed in tween area, a faulty shelf component was corrected by carpenter.

5. Motion to replace the phone system with a budget not to exceed \$5,900 (LBostrom, LBarnds, unanimous)

Finance and Budget: Motion to approve the recommendation of the Finance Committee for the 2018 Operating Budget (MLevine, LBostrom, unanimous)

Personnel: N/A

Policy and Procedure: Due to changes in Better World Books program, books donated to the library must now be scanned in order for BWB to accept them. To avoid excess discards, library will only accept books in good, very good or excellent condition. restricted to only very good or excellent condition in order to be acceptable by Better Will Books.

Technology: N/A

Development/Fundraising: N/A

AdHoc Committees:

Art Advisory: N/A

Archival: N/A

Citizen's Advisory: The Town Hamlet Study should be coming to a finalization soon and the consultants will be meeting with the Town Board.

Programming: Line Dancing with Joel has been cancelled for January and February. Coloring Club was changed from every Monday to every other Monday. More posters will be distributed for the ESL class.

Director's Report: The New York State Annual Report is in progress. The Library will soon be considering bids from general contractors for the automatic doors, as opposed to sub contractors as originally put out to bid. The Governor's new budget may cut library aid and people are encouraged to contact their State Senators online to encourage them to reconsider.

New Business: The Operating Budget vote is April 10 from 2 – 8 pm. The legal notice for the 2018/19 Operating Budget was revised and reviewed by the new attorney. Notice will run four times in the local newspaper before the Budget vote.

The Board has interviewed several candidates to fill the Trustee seat left vacant by Jim Donna's passing. Motion to consider Carter Tyler as appointed member of The Board (JLycke, PStein, unanimous).

Resolved, pursuant to the provisions of Section "3-c" of the General Municipal Law, the Board of Trustees of the Montauk Library, by a vote of at least sixty percent of the Board of Trustee, hereby approves a tax levy increase that exceeds the tax levy limit for the fiscal year July 1, 2018 to June 30, 2019. (JLycke, LBarnds, unanimous)

An RFP for A/E Services re: building renovation mailed.

Old Business: N/A

Adjournment: at 8:17pm (PStein, JLycke, unanimous)

Next meeting is scheduled for February 20, 2018 at 7:00pm.

Respectfully submitted,

Fiorella Vassallo