

MONTAUK LIBRARY
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
JULY 23 , 2019 7:00PM (UNAPPROVED MINUTES)

CALL TO ORDER AT 7PM BY JLYCKE

IN ATTENDANCE: JLycke, MLevine, BGrimes, LBarnds

ABSENT: LBostrom, CTyler

ALSO PRESENT: DDiPaolo, SKrusch, LLenahan

APPROVAL OF MINUTES FROM June 17, 2019 REGULAR MEETING :

Approved: JLycke, LBarnds, Unanimous

TABLED APPROVAL OF MINUTES FROM July 3 Organizational Meeting.

VOTE TO APPROVE CHECK DETAIL:

APPROVED BY MLevine, BGrimes, Unanimous

CORRESPONDENCE: DDiPaolo shared thank you letter sent to John McDonald for his \$1000 grant donation to the Montauk Library.

FRIENDS REPORT: SKrusch reported about the Book Fair and 40th Anniversary Calendar. SKrusch shared comparison graph of 3 years of summer book fairs. SKrusch also discussed 2020 library calendar and ideas for marketing for sales.

COMMITTEE REPORT:

#1 BUILDING & GROUNDS- Temporary Library & Construction updates:

DDiPaolo & JLycke will travel to North Bellmore this week to visit a temporary library location trailer. DDiPaolo reports to Board that temporary trailer needs SED approval submitted by certified architect.

Architect RBeeler submitted a proposal for A/E Services for Temporary Library. Trustees will consider proposal after visit above.

Architect, Ray Beeler, has engaged three specialty consultants for lighting, acoustics and sustainability. Acoustical Consultant made a site visit on 7/23. Sustainability consultant will visit 7/31.

Updated DD (Design Details) and Cost Estimate will be available in early August.

#2 FINANCE & BUDGET: Vote to approve transfer \$25,000 from Operating account to Capital Account as per FY 2018/19 Budget. (Approved by MLevine, JLycke, Unanimous)

#3 Personnel: Approved LTheiling and MFeeney attendance at NYLA Conference in Saratoga.

#4 Policy & Procedure: Travel/Conference Policy Draft—

DDiPaolo offered draft Conference & Travel policy for Board consideration and subsequent approval.

DIRECTOR'S REPORT: NYS Assemblyman, Fred Theile has updated DDiPaolo on the 2020 Capital Funding Grant. DDiPaolo has begun applying for a NYS Construction Grant. Thank you to Friends of the Library for generous \$12,000 grant.

NEW BUSINESS: MLevine spoke of Handbook for Library Trustees of NYS . MLevine suggests adding addendum : Director Manages The Library; The Trustees Govern The Library. Board suggests forming committee to discuss interviews & solicit new Trustees for Board.

ADJOURN MEETING: Motion to adjourn at 8:20 PM. BGrimes, MLevine, Unanimous

Next Meeting Scheduled for Monday, August 19, 2019 at 7PM.

Respectfully submitted, Lucille Lenahan