

MONTAUK LIBRARY
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
MAY 18,2020 6:00PM (UNAPPROVED MINUTES)

Via Zoom

CALL TO ORDER AT 6PM BY JLYCKE

NOTE: Governor Cuomo has extended the executive order requiring remote Board meetings through June 6, 2020.

IN ATTENDANCE: JLycke, MLevine, BGrimes, LBarnds, CTyler, LBostrom

ABSENT: RSheckman

ALSO PRESENT: DDiPaolo, SKrusch, LLenahan

APPROVAL OF MINUTES FROM APRIL 20, 2020 REGULAR MEETING :

Approved: JLycke, LBarnds, Unanimous

VOTE TO APPROVE CHECK DETAIL:

APPROVED BY MLevine, LBarnds, Unanimous

FRIENDS REPORT: SKrusch reported two zoom book clubs held during this time. SKrusch also reported collaborating with other Friends groups on future fundraising ideas.

COMMITTEE REPORT:

POLICY & PROCEDURE-

#1 Vote/Trustee Election -June 9th with school / Annual Financial Audit:

DDiPaolo reported Trustee Election is a proposition on the school ballot June 9th via absentee ballot. DDiPaolo also reported Annual Financial Audit underway.

#2 Preparing to re-open: DDiPaolo is drafting Covid19 Reopening Guidelines which includes Employer responsibilities, personnel considerations, safety protocols and procedures. Phase 1: Library closed to public, staff in building preparing Phase 2: Library closed to public, curbside pickup, limited hours.

Waiting for Governor Cuomo to UNPAUSE Suffolk County; JLycke suggests re-opening conservatively and continue discussion.

BUILDING & GROUNDS:

Temporary Library- DDiPaolo reported Cassone waiving one month rent.

Moving in & re-keying modular units complete- DDiPaolo reported Twin Forks Moving recently moved furnishings and electronics to temporary library and building has been rekeyed by Stearns Locksmith.

Main Construction Project- DEC/DOH approval- DDiPaolo reported DEC approval on main project, DOH & SED notified - building permit issued.

Notice to Bidders /Bids Avail-May 13- DDiPaolo reported legal notice put in EH Star May 13, 2020. DDiPaolo also reported five bid packages requested by general contractors to date. NAMoruso contacted 25+ contractors as well.

Pre-Bid Walk Through-May 27, 2020- DDiPaolo reported pre-bid walk through May 27, 2020 is by appointment only. Library architect, RBeeler, will schedule appointments.

DDiPaolo reported: **Bid Opening -June 16, 2020.**

Furnishings Presentation -June 16, 2020: DDiPaolo reported Board Meeting in June rescheduled for Tuesday, June 16, 2020. DDiPaolo reported furniture presentation on that day in person at 4:30pm (subject to change); Board meeting will follow at 6PM.

Construction Grant Award Increased: DDipaolo reported \$20,000 increase in Construction Grant to now \$320,000. DDiPaolo reported conversation with Fred Theile in reference to his nomination of a \$250,000 Capital Grant.

Miscellaneous items: DDiPaolo reported Free Books Program ended, SCLS sent out 2500 packages of books. Children's Dept. working on an online summer reading program. DDiPaolo reported Lighthouse Landscaping taking plantings from front of main building to use in planters at the temporary library. Discussed Shad Tree near main building not be disturbed during construction

Personnel: PTO- DDiPaolo reported conversation with library attorney that staff is permitted to use PTO at this time. Options for unused PTO as of June 30 to be decided at June board meeting.

ADJOURN MEETING: Motion to adjourn at 7PM. LBarnds, JLycke, Unanimous

Next Meeting Scheduled for Tuesday, June 16, 2020 at 6PM.

Respectfully submitted, Lucille Lenahan