

**MONTAUK LIBRARY**  
**REGULAR MONTHLY MEETING (ZOOM) OF THE BOARD OF TRUSTEES**  
**MONDAY, SEPTEMBER 21, 2020 6PM (UNAPPROVED MINUTES)**

**CALL TO ORDER AT 7PM BY JLYCKE**

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

**ABSENT:** RSheckman

**ALSO PRESENT:** DDiPaolo, SKrusch, LLenahan, RBeeler, LTheiling,  
BKingsburg, NDalzell

**APPROVAL OF MINUTES FROM AUGUST 17, 2020 REGULAR MEETING :**

Approved: CTyler, JLycke, Unanimous

**VOTE TO APPROVE CHECK DETAIL:** APPROVED BY MLevine, BGrimes,  
Unanimous

**FURNITURE PRESENTATION: BRAD & NANCY FROM CREATIVE LIBRARY**

BKingsburg & NDalzell presented to the Board sample boards with fabrics and designs for all the library spaces of which they will send samples for Board to see. DDiPaolo also spoke to Board about proposed furniture budget from Creative Library Concepts coming in close to the original budget with reusing existing shelves and furniture.

**FRIENDS REPORT:** SKrusch reported Friends of the Library yard sale 10/10. SKrusch also suggested getting outside help for better Friends fundraising and potential new Friends memberships.

**COMMITTEE REPORTS:**

**POLICY & PROCEDURE:**

DDiPaolo reported Governor Cuomo Extended the Executive Order for remote Board meetings through October 4,2020.

DDiPaolo also reported adding laminating services for a fee at the library.

**Hold Shelf & Self Checkout ( replaced curbside pickup)**

DDiPaolo reported moving curbside pickup inside to hold shelf and self checkout due to weather changes and construction. All Covid safety measures are in place inside.

**Holiday Closures:** DDiPaolo suggests to Board to have library officially close for Thanksgiving Eve, Christmas Eve and New Years Eve. Approved: CTyler, JLycke, Unanimous

DDiPaolo will report closures to Staff/County.

Board agreed to open temporary library on Saturdays starting in October from 10am to 2pm.

**INCREASE IN VISITORS:** DDiPaolo reported number of visitors permitted in the building at once = 5-7.

**FLU SHOT & ABSENTEE BALLOT LOCATION:** DDiPaolo reported library as possible Flu Shot Location and Absentee Ballot Drop off Location, but no follow up from County since first notification.

**REQUESTS from D Rattiner & Sandi Brewster Walker:**

DDiPaolo reported to Board that D. Rattiner is interested in donating bound Dans Papers and Montauk Pioneer papers to the library. DiPaolo also reported Sandi Brewster Walker, author and historian, offering to donate material re: The Montaukett Indians.

**PERSONNEL: PASSPORT AGENT-** DDiPaolo reported that, JDeSousa passed the passport agent test.

**FAMILY PLACE TRAINING :** DDiPaolo reported to Board LTheiling and LDeLalla taking family place training this fall.

**LABOR LAWS 27c:** DDiPaolo reports working on a Pandemic response policy for Board to approve .

**ADJOURN MEETING:** Motion to adjourn at 8:00pm JLycke, MLevine, Unanimous

**Special Meeting to discuss Construction Project scheduled for Friday, Spetember 25 at 5pm via zoom.**

**Next Meeting Scheduled for Monday, October 19, 2020**

**Respectfully submitted, Lucille Lenahan**