

MONTAUK LIBRARY
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
DECEMBER 16, 2019 6:00PM
(UNAPPROVED MINUTES)

CALL TO ORDER AT 6PM BY JLYCKE

IN ATTENDANCE: JLycke, MLevine, BGrimes, LBarnds, LBostrom, CTyler, RSheckman
ALSO PRESENT: DDiPaolo, SKrusch, LLenahan,

APPROVAL OF MINUTES FROM REGULAR MEETING NOVEMBER 18, 2019
Approved: MLevine, LBarnds, Unanimous

APPROVAL OF MINUTES FROM SPECIAL MEETING DECEMBER 9, 2019
Approved : LBarnds, CTyler, Unanimous

VOTE TO APPROVE CHECK DETAIL & PAYROLL REPORTS:
Approved: MLevine, BGrimes, Unanimous

PUBLIC EXPRESSION: N/A

CORRESPONDENCE:

JLycke read thank you letters sent from the Montauk Library to Mr. & Mrs. Alec Baldwin, Mr. Matthew Hess, Mr. Carl Reimerdes and Tiiu Tief & Astrid Reed for their generous donations to the library. Also noted were thank you letters received from Montauk Food Pantry for the collection of food at the library and Department of the Army NY District, Corps of Engineers for the use of the library for their public meeting.

FRIENDS REPORT:

SKrusch reported the Library Book sale over Thanksgiving weekend raised over \$2500. SKrusch also reported library calendars have been reduced to \$6.00 each. Also reported by SKrusch is upcoming event happening the first week in February 2020 with Mark Levy in reference to Black History Month.

COMMITTEE REPORTS:

POLICY & PROCEDURE: N/A

BUILDING & GROUNDS: TEMP LIBRARY UPDATE —SIGN AIA Contracts

DDiPaolo reported to the Board the library staff is continuing to clean and pack up items from the library to prepare for the renovation. DDiPaolo also reported that Board President, JLycke , had signed the AIA contracts.

CONSTRUCTION PROJECT UPDATE:

DDiPaolo reported a new environmental testing service report needed to be on hand for the construction project. Only one company had submitted a proposal; recommended to go out to bid again. DDiPaolo also reported interviewing library furniture design companies for the new project. DDiPaolo reported architect RBeeler submitted an updated project report.

ELEVATOR SERVICE //SUSPENSION:

DDiPaolo reported to Board Eclipse Elevator agreed to temporary 1 year suspension of elevator service contract during library construction project.

FINANCE & BUDGET: DDiPaolo reported Section 125 Cafeteria Plan is fully executed in reference to dental plan for full time employees.

PERSONNEL: N/A

DIRECTOR'S REPORT: DDiPaolo reported Archival transfer on 12/11/2019 .

NEW BUSINESS: Safe Deposit Box #296; Storage Container #23

DDiPaolo reported the library obtaining a safety deposit box at People's United Bank in Montauk and a storage container on Industrial Road in Montauk.

OLD BUSINESS: N/A

ADJOURN MEETING TO OPEN EXECUTIVE SESSION @ 6:40 PM

OPEN EXECUTIVE SESSION to discuss sensitive Personnel matter@ 6:41 PM

ADJOURN EXECUTIVE SESSION @ 7:38 PM

RE-OPEN REGULAR MEETING @ 7:39 PM

ADJOURN REGULAR MEETING @ 7:39 PM

Next monthly meeting scheduled for Tuesday, January 21, 2020.

Respectfully submitted, Lucille Lenahan