

Montauk Library
Regular Monthly Meeting of the Board of Trustees

June 20, 2016 7:00 PM

Unapproved minutes

Call to Order at 7:01 PM by JLycke

In attendance: JLycke, JDonna, CMarino, LBarnds, LBostrom, MLevine, BGrimes

Absent: DDiPaolo

Also present: SKrusch, FVassallo

Approval of May 24, 2016 Board monthly meeting minutes (CMarino; JLycke; unanimous)

Treasurer's Report - (LBostrom; BGrimes; unanimous)

Warrant Report - (MLevine; LBarnds; unanimous)

Public Expression: n/a

Correspondence: Received a note from Brian Pope and a note from Ms. Gomez at AES.

Friends Report: The yard sale made over \$1,000.00; currently working on Annual Book Fair, which will include the following silent auction items: dinner, Hampton Jitney tickets, boat trip, local restaurants and a raffle. Bay Street and Guild Hall have also been contacted. More volunteers are needed; will try to get the baseball team. Friends are considering a "button-designing contest" for the fall. They are also considering a forensic expert from Suffolk County to conduct a CSI (Crime Scene Investigation) program. The recent Kayak and Chinese food demo were poorly attended; 25 people showed for the Italian food demonstration. The Beatles historian's multimedia presentation will be on Tuesday, July 12, at 7:30 p.m. The Friends will attend the Suffolk Cooperative Library System's Friends Meeting on Thursday, July 23 in Bellport.

Committee Reports:

Buildings and Grounds

1. Approval of the HVAC Heating System Furnaces Replacement Project Proposal.
(CMarino, JLycke, unanimous)

2. Approval of Construction Agreement for the HVAC Heating Systems Furnaces Replacement Project. (CMarino, JLycke, unanimous)

3. Gas Furnaces Replacement Project 2016 Agreement signed and approved by all.

Finance and Budget: n/a

Personnel:

1. At the May staff meeting, Denise covered the changes in the longevity clause, bereavement policy and revised black-out dates for vacation/personal time.
2. The part-time position for Technology position has not been fill.

Policy and Procedure: Longevity, black out period, and the bereavement were added. After the summer we will probably look at the computer policy that needs to be updated.

Technology: Brit Mansir is holding classes that are very well attended.

Development/Fundraising: A planned giving brochure is being designed.

AdHoc Committees:

Art Advisory: n/a

Archival: DDiPaolo is seeking interested qualified candidates for the Archivist/Local History Librarian position. LBostrom spoke with Hugh King, the East Hampton Town Crier, who may have a recommendation.

Citizen's Advisory: The number of taxis seems like a lot more than the 281 licenses that have been given out. Everyone has an issue: noise decibel level, price gouging by taxis, taxi drivers not speaking English, the rental registry, "not in my backyard".

Programming: n/a

Director's Report:

JLycke reported on behalf of DDiPaolo: High school intern Dylan Piccione wrote a beautiful letter and evaluation of her time spent at the library. On June 21, 2016 Appraisal Affiliates will be in the library all day for the GASB 45 appraisal. The New York State Comptroller's annual electronic audit report will soon be due and we have asked for an extension for sufficient time to gather information necessary for an accurate report. We are waiting on possibility in August to apply for a New York State grant toward the roof project. The roofing engineer will be here on July 29 to assess the building for the solar project design. The staff meeting regarding the revised personnel manual went well. A homeless person was assisted by DDiPaolo and the police on June 13. A free fitness schedule has been put together for September and a few fitness programs have been added. The fitness instructor gave a discount rate of \$15.00 per class. Request for authorization of donation of DDiPaolo's sick time to an employee who had been out for 6 weeks and had ran out of sick days. A policy will be suggested to DDiPaolo for

the future if/when someone wants to donate unused sick time to another person in cases of illness.

New Business: n/a

Old Business:

1. Motion to keep Bill Cullen, Esq. without a retainer at an hourly rate until he retires in 2018. (MLevine, JLycke, approved by 6; opposed by 1)
2. The nominating committee will be discussed at the organizational meeting.

Adjournment: 7:54 p.m. (JLycke, CMarino, unanimous)

Next meeting is scheduled for July 11, 2016 at 7:00 PM

Respectfully submitted,

Fiorella Vassallo