

Montauk Library
Regular Monthly Meeting of the Board of Trustees

September 24, 2018 7:00 pm

Unapproved minutes

Call to Order at 7:00 pm by JLycke

In attendance: JLycke, LBarnds, LBostrom, MLevine, PStein, BGrimes

Absent: CTyler

Also present: DDiPaolo, SKrusch, FVassallo

Approval of Board meeting minutes from August 20 (LBarnds, MLevine, unanimous) and September 17, 2018 (PStein, BGrimes, unanimous)

Treasurer's Report – (BGrimes, MLevine, unanimous)

Warrant Report – (BGrimes, MLevine, unanimous)

Public Expression: N/A

Correspondence: Letter with a donation of \$100 from Arthur and Ida Eichner.

Friends Report: The Friends bought a ticket for the Big Bucks Bonanza but did not win. The most recent East End Friends meeting was canceled. Kerry Lamparter is helping with the 40th anniversary calendar and recommends that each calendar page have a sponsor. Movies start again October 10. The first movie will be RBG.

Committee Reports:

Buildings and Grounds

1. Automatic doors project start date is now in the middle of November after a discussion with John Tanzi who said he will keep on top of it.
2. Building Project update. Tom Volz and Ray Beeler suggested an environmental consultant be hired to assist the Board during this process. Proposals by two consultants recommended by Walbridge Surveyors will be discussed at the next board meeting. An application to flag for wetlands has been submitted to the Town. If a Natural Resources Permit is required, then there would be a presentation to the Zoning Board of Appeals during which the assistance of an environmental consultant would be beneficial.

Finance and Budget: The CD at People's United Bank is maturing on 10/21 and the new rate will soon be available for discussion at the next board meeting.

Personnel: An application for the position of Page or Clerk was requested by Ana Guebli.

Policy and Procedure:

The new sexual harassment prevention policy from NYS must be adopted by October 9 and staff training must be completed by January 1, 2019. Motion to approve the new policy and begin the online human resources training webinar called Know Before for \$14 per person. (LBostrom, MLevine, unanimous)

Technology: N/A

Development/Fundraising: N/A

AdHoc Committees:

Art Advisory: N/A

Archival: N/A

Citizen's Advisory: N/A

Programming: The passport program has been paused to fine-tune the schedule before it can be launched.

Director's Report: Some of the Library staff have formed their own study group spearheaded by Catherine Ruberto to prepare for the civil service test in December. The League of Women Voters will be at the Library from 12 – 2 pm on 9/25 for Voter Registration Day. The Long Island Reads selection for April 2019 is writer Meg Wolitzer and her book, *The Female Persuasion*, will be uploaded to all the Library's Kindles. The appraisal is being updated, deaccessions, and the GASBY 34 report are being worked on.

New Business: Public libraries will be locations for the online 2020 Census. The PTA is having their first meeting on Thursday, October 11 which coincides with the arrival of the virtual reality system. Accommodations have been made for children of the parents at the PTA meeting in the Library. On Friday October 12, the Friends will get to try out the virtual reality system and the Trustees will try it at 5pm. Library Legislation Day, also known as Advocacy Day, is on February 27, 2019. The Common Vote Day (the Budget Vote) is April 2. The Health Fair is Friday, November 2. The Great Give Back is Saturday, October 13. *The Speck in the Sea* reading is Friday, September 28. Because the Library does not currently have an active NYS Construction Grant application in, DiDiPaolo will sit on the SCLS Construction Grant committee that decides how the money gets distributed. This year New York State Construction Grant has \$2,163,405 to hand out and 21 libraries have applied. The SCLS has their own Board, which consists of a representative from every zone in Suffolk County. The Library is in Zone 1, which has no representative at this time because that person moved out of town. There will be a caucus at Rogers Memorial Library on October 22 at 4:30pm to select a representative. The fall fitness schedule changed and some more classes have been added. Kanopy is a new online service now available through the Library website where people can watch classic streaming movies. The limit is 10 movies per patron, per month. The following holiday closings will be updated into the Library system: Christmas Day, Thanksgiving, New Year's Day. The Eve's of each holiday is to be determined.

Old Business: N/A

Adjournment: Motion to adjourn at 8:05 pm. (JLycke, BGrimes, unanimous)

The next meeting is scheduled for October 22, 2018 at 7:00pm.

Respectfully submitted,

Fiorella Vassallo