

Montauk Library
Regular Monthly Meeting of the Board of Trustees

February 20, 2018 7:00 pm

Unapproved minutes

Call to Order at 7:00 PM by JLycke

In attendance: JLycke, LBarnds, LBostrom, MLevine

Also present: DDiPaolo, SKrusch, FVassallo

Absent: PStein, BGrimes, CTyler

Approval of the January 22 Board monthly meeting minutes (LBarnds, LBostrom; unanimous)

Treasurer's Report - (LBarnds, JLycke; unanimous)

Warrant Report - (JLycke, LBarnds; unanimous)

Public Expression: N/A

Correspondence: Several generous donations were received in Jim Donna's memory.

Several questionnaires have been filled out and returned.

Friends Report: The Pot Luck Dinner is Saturday, March 3. The online survey mirrors the content of the questionnaire. Will pursue fundraising project: 2020 calendar, using photos from the archives. The Friends' summer meetings and programs are scheduled. Tom Bogden will lecture about the Battle of Yorktown. The chick eggs will arrive on April 2 for incubation, to hatch by April 23. There will be a live feed with a time-lapse video and a chick cam.

Committee Reports:

Buildings and Grounds

1. 45 minute architect (3 in total) walk-through took place 2/20/2018. Proposals deadline, March 1.
2. Discussed possibility of engaging Owner's Representative or Construction Manager
3. The roofers found that the cause of the leaks was from holes in the window caulking, not the roof. Motion to approve estimate to re-caulk the windows on the west and south sides of the building, not to exceed \$2,150.00. (MLevine, LBostrom, unanimous)
4. New phone system installed.
5. Motion to approve the list of de-accessioned items in the report (JLycke, MLevine, unanimous)

Finance and Budget: The Operating Budget Vote is on April 10 from 2pm - 8 pm.

Personnel: N/A

Policy and Procedure: N/A

Technology: N/A

Development/Fundraising: N/A

AdHoc Committees:

Art Advisory: N/A

Archival: N/A

Citizen's Advisory: N/A

Programming: Jackie Bitonti will launch a book club featuring *A Speck In The Sea* on Wednesday, March 28 at 6pm. Her April selection will be *The Space Man* by Mike Massimo (LI Reads Pick).

Director's Report: DDiPaolo will submit book reviews for upcoming On Montauk publication. Carter Tyler has picked up petition to run for Trustee. The deadline to submit his petition is 3/12. The 2018 Organizational Meeting will be July 16, 2018 at 6:30pm, and then the regular Board meeting will be at 7:00pm. Performance reviews are being worked on now. The new Library website launches the last week of February. The Library has been approved as an official passport service location. There will be training and designated hours to submit passport applications. People will have to schedule appointments for passport services in advance.

New Business: Some of the terms for an RFP for insurance have been changed. Motion to approve the Annual New York State report (MLevine, LBostrom, unanimous)

Old Business: N/A

Adjournment: at 7:50pm JLycke, LBarnds, unanimous

Next meeting is scheduled for March 27, 2018 at 7:00 pm.

Respectfully submitted,

Fiorella Vassallo