

Montauk Library
Regular Monthly Meeting of the Board of Trustees

September 18, 2017 7:09 PM

Unapproved minutes

Call to Order at 7:00 PM by JLycke

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

Also present: DDiPaolo, SKrusch, MFeeney, FVassallo

Absent: JDonna

Approval of August 21 Board monthly meeting minutes: LBarnds; BGrimes, unanimous

Treasurer's Report – Motion to approve: BGrimes, MLevine, unanimous

Warrant Report – Motion to approve: BGrimes, MLevine, unanimous

Public Expression: N/A

Correspondence: Thank you letter to Joan Tager for donation.

Friends Report: The Friends are looking into the possibility of putting the Little Library in front of the Post Office. The Friends have their own logo now. They are selling books and tote bags at Friends events and donating the proceeds to the Library. The Friends are discussing their evolving role and relationship with the Library.

Committee Reports:

Buildings and Grounds: Motion to approve a 50% deposit check payable approximately in the amount of \$16,000 to manufacturer, Horton Company, for the automatic door replacement project, previously approved by Attorney Bill Cullen and recommended by Architect John Tanzi. (JLycke, LBarnds, unanimous).

The elevator inspection was completed this month, the fire alarm is being tested on September 19, and the cesspool will be cleaned on September 21.

Ray Beeler, the architect who designed the building, will be a guest speaker at the Trustee meeting on November 20.

Finance and Budget: N/A

Personnel: Motion to make Librarian I, Maura Feeney a full time employee. (JLycke, BGrimes, unanimous)

The Library is still seeking an ESL teacher. The staff NARCAN training was a success. There will be CPR/AED training in the future.

Policy and Procedure: N/A

Technology: Motion to approve hiring local advertising and design firm Blumenfeld + Fleming to redesign the website to have a (desktop and smartphone) user-friendly interface. (LBostrom, MLevine, unanimous)

Development/Fundraising: Proceeds of the sale of books and tote bags by the Friends are being donated to the Library.

AdHoc Committees: N/A

Art Advisory: N/A

Archival: Archivist Maura Feeney received a preview with an option to purchase an album of pre-WWI photos of the First Calvary and NY National Guard performing training and maneuvers in Montauk. Motion to purchase historic photo for \$3,000 through the Montauk Library Permanent Fund (JLycke, MLevine, unanimous)

Maura Feeney was featured in the East Hampton Star on August 31 in an article about the two Montaukett Indian family bibles donated by Art Lucas and Edward Ammon. Art Lucas said the family wants the Bibles to be kept and preserved in the Library Archive.

The Pitts-Burke-Cullum family photos will be on display during American Archives Month.

Citizen's Advisory: N/A

Programming: Jackie Bitonti is coordinating a PTA meeting with the Montauk School and another meeting at the Library.

Director's Report: The Eric Rooney Memorial Lecture Series starts on October 1. The Health Fair is October 13 and promotional material will be in Spanish and English. The Great Give Back is on October 14 and donation boxes will be available at the Library on behalf of local charities for folks to drop off items such as diapers, eyeglasses, and toiletries. The staff NARCAN training was successful and now there is a NARCAN kit on premises. Jackie Bitonti is coordinating a PTA meeting with the Montauk School, and there will be another PTA meeting at the library. The search for an ESL teacher continues.

New Business: The Board approved the purchase of a historic pre-WWI National Guard photo album of training and maneuvers that took place in Montauk. Archivist Maura Feeney has been formally appointed a full-time employee.

Old Business: The short term lease agreement presented to ShowTime to film a scene of their show The Affair on premises was turned down.

Adjournment: at 8:20 pm JLycke

Next meeting is scheduled for October 16, 2017 at 7:00 PM

Respectfully submitted,

Fiorella Vassallo