

MONTAUK LIBRARY
Regular Monthly Meeting of the Board of Trustees
February 18, 2020 6:00pm
minutes

CALL TO ORDER-at 6:00pm by JLycke

IN ATTENDANCE -JLycke, MLevine, LBarnds, BGrimes, LBostrom, RSheckman
ABSENT: CTyler

ALSO PRESENT-DDiPaolo, SKrusch, LLenahan, RBeeler

Approval of minutes from January 21, 2020 Regular Meeting:

Approved: (LBarnds, MLevine, Unanimous)

Vote to approve Check Detail & Payroll Reports:

Approved: (MLevine, BGrimes, Unanimous)

Public Expression & Correspondence - N/A

Correspondence: Thank you note received from The Montauk AARP for the use of the Montauk Library for their meetings. Acknowledgement letters to the Montauk Library to the Montauk Point Lions Club and Florence Yudt for their generous donations to the Montauk Library read.

Friends Report: No report

Guest: Architect Ray Beeler

Architect RBeeler presented sample carpet, baseboards and paint colors. RBeeler also presented design photos of lighting ideas and photos of lighting fixtures to possibly be used in new library inside and outside. RBeeler advises Board these samples and ideas are middle price range items to keep cost down. Decisions to be made at a later date.

Committee Reports

Building & Grounds:

Temporary Library Update: DDiPaolo reported concrete footings for temporary library have cured and expecting modular units by 02/24/2020. DDiPaolo also reported move in date to modular units expected 03/30/2020. DDiPaolo reported securing a second storage unit. DDiPaolo also reported archival items will be moved to a secure controlled environment and bids will be taken from bonded/insured movers to move items to a special archival location which is still to be determined. RBeeler reported local fire marshal will visit temporary library site for approval for move in on 03/30/2020.

Main Project Update: RBeeler reported no DEC update as of 02/18/2020. RBeeler also reported positive comments from SCC and still waiting on decisions on paper submitted to DEC and DOH. RBeeler also advised Board that built in deduct alternates will be added into bid form when main project is set to go out for bid.

Policy & Procedure:

VOTE: Approve NYS Annual Report: **Approved** :JLycke, LBostrom, Unanimous

Print Budii : Samples & Fee (VOTE) : Approved : JLycke, LBarnds, Unanimous
Board unanimously approved Print Budii photos to be .50 cents a print.

Personnel : ADP TIMEKEEPING SYSTEM.... DDiPaolo reported library will be transitioning to an ADP Electronic Time Keeping for payroll hours.

Personnel : LIBRARIAN II TEST RESULTS: DDiPaolo reported on the Permanent Appointment of LTheiling as the Librarian II at the Montauk Library.

Director's Report: DDiPaolo reported Spring Review Newsletter last draft to go to print on 02/21/2020. DDiPaolo reported zero increase in operating budget.

DDiPaolo also reported in April, 2020 the SLED Mobile Library will be at the Montauk Library.

New Business: DDiPaolo reported that the Tax Prep Program at the Montauk Library with tax preparer John Lynch will be seeking others to assist with tax preparation for community members. DDiPaolo reported on Fitness Classes with fitness instructor Tsuyumi , who will slowly resume regular Stay Fit classes.

Old Business: N/A

Adjourn Meeting: LBarnds, RSheckman, Unanimous

The next meeting is scheduled for Monday, March 16, 2020

Respectfully submitted,

Lucille Lenahan