

**MONTAUK LIBRARY**  
**REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES**  
**FEBRUARY 22, 2021 6:00PM Via Zoom**  
**(UNAPPROVED MINUTES)**

**CALL TO ORDER AT 6PM BY JLYCKE**

**IN ATTENDANCE:** JLycke, MLevine, BGrimes, LBarnds, CTyler, LBostrom, RSheckman

**ALSO PRESENT:** DDiPaolo, SKrusch, LLenahan, NAmoruso, RCaliendo, SGlaser, RBeeler

**CONSTRUCTION PROJECT UPDATE:** Guests- Nick Amoruso, Robert Caliendo, Steve Glaser and Ray Beeler

SGlaser from SCC reported that the library renovation is progressing; GC, Patriot Organization, has scheduled the roof installation for the mezzanine East level. SGlaser also reported electricians wiring up east edition and floor boxes; Hirsch plumbing has installed sanitary pit / east edition and continuing to work on pumps; painting of sprinkler pipes and roof drains / east edition. D&S continuing installing duct work. NAmoruso will forward patriot's recovery schedule to DDiPaolo immediately. NAmoruso also reported, in his estimation, the project is 50% complete and payment is running 30% complete. NAmoruso explained to The Board the definition difference between what allowance and change order in the library contract means.

**APPROVAL OF MINUTES FROM JANUARY 25, 2021 REGULAR MEETING :**

Approved: BGrimes, MLevine, Unanimous

**VOTE TO APPROVE CHECK DETAIL and PAYROLL REPORTS:**

APPROVED BY LBostrom, BGrimes, Unanimous

**FRIENDS REPORT:** SKrusch reported Final Annual Appeal raised approximately \$14,000. Bricks for fundraising patio will be purchased and etched by Brickmarker. SKrusch also reported Friends of the Library new upcoming web page to order etched bricks will be available soon. (3700 bricks can be sold). There will be 3 price levels.

**COMMITTEE REPORT:**

\* **POLICY & PROCEDURE-Newsletter & NYS Annual Report**

DDiPaolo reports annual spring newsletter expected delivery March, 2021; NYS Annual Report due date has been extended one month.

\* **FINANCE & BUDGET- N/A**

\* **PERSONNEL-Remote Work Policy (vote)**

**Board Approved:** MLevine, BGrimes, Unanimous

DDiPaolo also reported an attachment to Board for quarantine requirements and expectations from NYS being communicated to employees.

**NEW BUSINESS:**

**Elevator Proposals-**DDiPaolo reported working with SGlaser requesting elevator proposals. DDiPaolo reported three companies submitting proposals.

**Security Proposal (Briscoe)-**DDiPaolo reported working closely with SGlaser requesting proposals for security/intrusion control bids.

**Access Control Proposal (Briscoe)** DDiPaolo reports to Board requesting keyless entry systems. DDiPaolo suggests with Covid being a factor, keyless entry should be considered.

**Signage-** DDiPaolo reports interior & exterior signage contracted with GC Patriot. RBeeler suggests Creative Library Concepts do interior signage and Patriot doing exterior signage which would save money. RBeeler will negotiate with Patriot for signage deal.

**New LILRC Grant Approved-**DDiPaolo reported Brit Mansir applied and was approved for a \$4000 grant to help fund technical equipment for new recording studio.

**Fundraising Bricks-** DDiPaolo reported bricks being purchased from Brickmarker and will be delivered & installed by GC.

**Propane Cost**—DDiPaolo reported negotiations with Liberty Gas for lower cost .

**OLD BUSINESS: TIAA PROGRAM**

DDiPaolo reported that there is a cost associated with ending the TIAA 503(b) ends July 1, 2021. Admin Partners, the library's 3<sup>rd</sup> party administrator, recommends this alternative: reducing employer contribution from 6% to 2% beginning July 1, 2021 and phase program out. Note: NYSRS is the primary retirement program for the library. New employees are not eligible for the TIAA program. **Board Approved:** MLevine, CTyler, Unanimous

**ADJOURN MEETING: Motion to adjourn at 7:20PM. JLycke, LBarnds, Unanimous**

**Next Meeting Scheduled for March 15, 2021 at 6PM.**

**Respectfully submitted, Lucille Lenahan**