

MONTAUK LIBRARY
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
MONDAY, December 20, 2021 5:00PM Via Zoom (recorded)

CALL TO ORDER AT 5PM BY JLYCKE

PUBLIC EXPRESSION: N/A

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

ABSENT: BGrimes

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

CONSTRUCTION PROJECT UPDATE: NAmoruso reported that site work started, furniture being delivered, interior finishes continue and completion is in sight. SGlaser reports glass contractor on site working on mezzanine level, roof doors and staff entrance store front door. SGlaser reports speaking with Fire Marshal tentatively scheduling inspection in the next two weeks. SGlaser reports children's deck railing being installed next week; Site work concrete curb underway; brick installation 95% complete; countertops installed in reception area and mezzanine level. SGlaser also reports Knox Box being installed this week; remote access for HVAC system. RBeeler reports after being on site, close to substantial completion.

APPROVAL of minutes from November 15, 2021 Regular Board Meeting:
APPROVED BY CTyler, JLycke, Unanimous

VOTE TO APPROVE CHECK DETAIL & PAYROLL REPORTS:
APPROVED BY MLevine, LBarnds, Unanimous

FRIENDS REPORT:

SKrusch reported etched bricks are installed; brick orders still being accepted; Annual appeal at \$22,000 to date with appeal to continue. DDiPaolo commended SKrusch on her unending dedication to the brick fundraising and installation.

COMMITTEE REPORT:

#1 Policy & Procedure-Policy Manual

DDiPaolo reports to Board, Policy Manual needs updating and will be worked on with LBostrom in upcoming year.

#2 Finance & Budget:

A- 2021 Audit & Representation Letter: DDiPaolo requests to Board to accept the 2021 Audit. ACCEPTED: JLycke, LBostrom, Unanimous

B- SCLS Budget: DDiPaolo reports to Board approving the SCLS Budget with a zero increase in membership on their behalf.

C- 2022-2023 Draft Operating Budget: DDipaolo reports to Board drafting a 2022-2023 operating budget with keeping the tax increase to 2.88% tax increase. DDiPaolo requests to the Board to approve the 2022-2023 Draft Operating Budget. APPROVED: MLevine, CTyler, Unanimous

D- DASNY Grant Resolution: DDiPaolo requests the Board approve the GDA agreement between the Library and the Dormitory Authority. APPROVED: JLycke, LBarnds, Unanimous

PERSONNEL: Library Positions / Performance Evaluations

DDiPaolo an ad in the EH Star for helped wanted. DDipaolo also reported Performance Evaluations still need to be completed.

BUILDING & GROUNDS: Builder's Risk 1-month extension (Jan.22)

DDiPaolo requests to Board to review library hours of operation for 2022.

OLD BUSINESS: Piano / Dec 22- DDiPaolo reports to Board that on December 22, the piano, archives, stay and play children's department items will be returning to library.

NEW BUSINESS

A- Toys For Tots: DDiPaolo reports to Board, Toys For Tots Drive very successful with toy delivery being made to Bayshore.

B- Tax Prep Program: DDiPaolo reports to Board, Tax Prep Program possibly starting second week February 2022 , pending completion of new library.

C- In Person Board Meetings: DDiPaolo reports to Board to reconsider returning to In Person Board meetings once in the new library.

D- Bullet Aid: DDiPaolo reports to the Board that the library is a recipient of a \$20,000 Grant sponsored by Fred Thiele.

E- Homelessness Training: DDipaolo reports to Board employee training, including training on homelessness, annual workplace harassment and prevention training, cyber security training and justice equity diversity and inclusion training.

ADJOURN MEETING:

Motion to adjourn at 5:45 pm

LBarnds, JLycke , Unanimous

The Next Meeting Is Scheduled for Tuesday, January 18, 2022.

Respectfully yours,

Lucille Lenahan