

MONTAUK LIBRARY
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
July 19, 2022 @ 6:00 PM
UNAPPROVED MINUTES

IN ATTENDANCE: MLevine, BGrimes, LBarnds, RSheckman, CTyler, YSchiappacasse
ALSO PRESENT: DDiPaolo, SKrusch, LLenahan
ABSENT: LBostrom

CALL TO ORDER REGULAR MONTHLY MEETING: MLevine at 6:00 PM

PUBLIC EXPRESSION: N/A

APPROVAL OF MINUTES FROM JUNE 20, 2022 REGULAR MEETING:
Approved: LBarnds, RSheckman, Unanimous

APPROVAL OF MINUTES FROM JULY 1, 2022 ORGANIZATIONAL MEETING
Approved: CTyler, LBarnds, Unanimous

VOTE TO APPROVE CHECK DETAIL AND PAYROLL REPORTS:
Approved: BGrimes, LBarnds, Unanimous

FRIENDS REPORT: SKrusch reports that the Book Fair was a great success, & the Friends are sponsoring The Alzheimer's Association and Caregivers support group every month on the last Tuesday, starting July 26th at the Montauk Library from 12:00PM-1:00PM. SKrusch also reports book room doing well and being present on Thursday's at the Farmer's Market on the Green with the Library.

COMMITTEE REPORTS:

POLICY & PROCEDURE—all policies available on Library website.

Patron Behavior Policy (revised) APPROVED: MLevine, LBarnds, Unanimous

Circulation Policy (revised) APPROVED: MLevine, LBarnds, Unanimous

Notary Policy (revised) APPROVED: MLevine, LBarnds, Unanimous

Passport Policy (revised) APPROVED: MLevine, LBarnds, Unanimous

Proctoring Policy (revised) APPROVED: MLevine, LBarnds, Unanimous

FINANCE & BUDGET –

Donation from The Ralph & Ricky Lauren Family Foundation received.
Capital reserves annual transfer complete.

PERSONNEL—

Request to approve hiring AGuebli as call-in Library Assistant. APPROVED: CTyler, MLevine, Unanimous

BUILDING & GROUNDS ---

DDiPaolo reports ongoing issues not addressed by contractors-re: green roof door not working; stage lights missing; tiles in all bathrooms stained and more; extremely musty smell in lower level community room.

DDiPaolo requests the Board to approve BMansir to be the point person for building issues in contacting each contractor as specific issues come up. Motion to Approve: MLevine, RSheckman, Unanimous

NEW BUSINESS: DDiPaolo reports:

Private meeting room activity and reservations have been very busy and Library itself very busy with patrons working from home.

Designee list of staff members in charge if needed.

Incident on 7/2/22 that a patron was left alone in the library after closing. Police report filed.

Official closing check list procedures put in place.

New 3-D printer ordered with grant from The Friends of The Library.

VGarrison working on obtaining a Senior Advocate for a library event.

OLD BUSINESS: DDiPaolo reports tAED machine up and running with new battery and pads ordered and BMansir signed up for Red Cross Training for AED in building; Mah Jongg and fitness classes going well.

DDiPaolo proposes closing library for a dedication/staff training day on September 6, 2022. Rooms will be dedicated in honor of JLycke and in memory of JDonna. Staff training includes: active shooter, Stop the Bleed, AED and Narcan training. MOTION TO APPROVE: MLevine, RSheckman, Unanimous

MOTION TO ADJOURN REGULAR MEETING AT 7:25PM

APPROVED: MLevine, YSchiappacasse, Unanimous

*The next meeting is scheduled for Tuesday, August 16, 2022 @ 6PM

Respectfully yours,
Lucille Lenahan