

MONTAUK LIBRARY  
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES  
January 23, 2023 @ 6:00 PM  
*UNAPPROVED MINUTES*

IN ATTENDANCE: MLevine, LBarnds, LBostrom, RSheckman, BGrimes, CTyler, YSchiappacasse  
ALSO PRESENT: DDiPaolo, SKrusch, LLenahan, RBeeler, SGlaser, RCaliendo, JFusco, JKurtz, CRazza

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

GUESTS: A/E and CM's

CMs report: sanitary odor issues being discussed with SMurphy from Hirsch and Kohler Ronan; further tests scheduled this week as requested by JFusco & JKurtz to try to resolve issue.

DDiPaolo reports: ejector pump is manually pumped odor is present and BMansir reports odor coincides with manual pumping and automatic pumping; odor surfaces several hours later; engineers notified in real time. No outside odor issue identified.

CTyler suggests snaking a camera through pipes to help to locate the issue and having a new smoke test done on same day. RCaliendo reports recent outside smoke tests done so far have been inconclusive with Fugi present.

RBeeler suggests a more professional smoke test be conducted inside the building.

SGlaser report: Patriot's punch list still open including water infiltration at all the deck doors; reports contacting LennyG, project manager and VP of Patriot and continued no response.

SGlaser reported D & S forwarded a proposal for a ductless split system for the children's office in reference to a climate control issue. JFusco reports D & S came to examine control panel August 2022 and found problem with damper. D & S have tried to help with climate control issues remotely without success. JFusco reports contacting D & S this week to revisit onsite for a physical adjustment to system to help resolve issue.

PUBLIC EXPRESSION: N/A

APPROVAL OF MINUTES FROM DECEMBER 19, 2022 REGULAR MEETING:

Approved: CTyler, LBarnds, Unanimous

VOTE TO APPROVE CHECK DETAIL AND PAYROLL REPORTS:

Approved: BGrimes, LBostrom, Unanimous

FRIENDS REPORT:

SKrusch reports:

Friends of the Library Annual Appeal raised \$25,000 to date.

Brick sales going well with 4<sup>th</sup> order placed.

Book Store winter hours now 11AM-3PM on Saturdays only.

Small Meeting Room named for BMetzger met with much happiness from BMetzger.

New Book Shop Committee formed.

Friend DElliot coordinated surfing book author for talk in June.

Working on upkeep and reorganizing book shop.

COMMITTEE REPORT:

POLICY & PROCEDURE—

DDiPaolo reports:

#1 Tax Cap Resolution January 2023:

*Resolved pursuant to the provisions of Section “3-c” of the General Municipal Law, the Board of Trustees of the Montauk Library, by a vote of at least sixty percent of the Board of Trustees, hereby approves a tax cap levy increase that exceeds the tax levy for the fiscal year July 1, 2023 to June 30, 2024.*

Vote and Approved: MLevine, LBostrom, Unanimous

#2 Spring Review Newsletter being prepared and on target for March.

FINANCE & BUDGET----

DDiPaolo reports:

#1 2023-2024 draft operating budget \_revised

Vote and Approved: CTyler, MLevine, Unanimous

#2 Motion to approve money transfer from Permanent Fund to Proposed 2023-2024 Operating Fund.

Vote and Approved: Bgrimes, CTyler, Unanimous

#3 Final 2021-2022 Audit Complete

Vote and Approved: MLevine, RSheckman, Unanimous

#4 ACH set up for utility payments

Vote and Approved: BGrimes, LBarnds, Unanimous

#5 2022-2023 Tax Money received

PERSONNEL:

DDiPaolo reports:

JDeSousa and VGarrison passed Notary exam.

BUILDING & GROUNDS --

DDiPaolo reports:

Punch list discussed with A/E and CMs.

No idling signs installed at library.

NEW BUSINESS:

DDiPaolo reports:

Montauk Library: Sustainable Library Initiative Certification achieved!

OLD BUSINESS: N/A

ADJOURN REGULAR MEETING AT 8:00 PM by MLevine.

\*The next meeting is scheduled for Tuesday, February 21, 2023 @ 6PM

Respectfully yours,

Lucille Lenahan