

MONTAUK LIBRARY  
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES  
MARCH 20, 2023, @ 6:00 PM  
*UNAPPROVED* MINUTES

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

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

PUBLIC EXPRESSION: N/A

APPROVAL OF MINUTES FROM February 21, 2023 REGULAR MEETING:  
Approved: LBarnds, BGrimes, Unanimous

VOTE TO APPROVE CHECK DETAIL AND PAYROLL REPORTS:  
Approved: MLevine, LBostrom, Unanimous

FRIENDS REPORT:

SKrusch reports:

- Brick installation up to date.
- Friends working on July 4<sup>th</sup> event at library.
- Additional chair cushions purchased for community room use.
- Friends volunteering to help for Budget Vote.

COMMITTEE REPORT:

POLICY & PROCEDURE—

Code of Ethics/Conflict of Interest Policy (revised)

APPROVED: MLevine, BGrimes, Unanimous

\*DDiPaolo reports: This policy was prepared under the guidance of  
The American Library Association.

FINANCE & BUDGET--- Budget Vote/Election April 4, 2023

DDiPaolo reports:

Montauk Library Vote and Election April 4, 2023 from 2PM to 8PM at the library.

LBarnds to be added as bank signer.

APPROVED: BGrimes, YSchiappacasse, Unanimous

PERSONNEL:

DDiPaolo reports:

Updated PTO Policy (revised) \*\*policy effective July 1, 2023

\*\* APPROVED: MLevine, CTyler, Unanimous

Approve the hire of KBurns from part time Library Assistant to full time Library Assistant. \*\*employment effective July 1, 2023

\*\* APPROVED: BGrimes, MLevine, Unanimous

Approve the hire of TLightcap as part time Library Clerk.

\*\*Approved: BGrimes, LBarnds, Unanimous

BUILDING & GROUNDS--

DDiPaolo reports:

Ongoing discussions with Kohler Ronan engineer about temperature controls in children's office and odor issue.

Window cleaning proposals taken.

NEW BUSINESS:

DDiPaolo reports:

Conversational Italian class well attended .

Italian for beginners class starting March 30.

Stage acting class going well with performance on March 25.

Still Life Drawing class to start April 4<sup>th</sup>.

Children's knitting class to start in April.

2023 Library Newsletter complete.

OLD BUSINESS: Property & Liability Insurance Policies

DDiPaolo reports:

NYS Annual Report ready for submission.

\*\*APPROVED: BGrimes, MLevine, Unanimous

Motion to adjourn regular meeting: Approved- MLevine, BGrimes, Unanimous

\*The next meeting is scheduled for Monday, April 10, 2023 @ 6PM

Respectfully yours,

Lucille Lenahan