

MONTAUK LIBRARY
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES
MAY 20, 2024 @ 6:00 PM
UNAPPROVED MINUTES

Call to order regular monthly meeting: MLevine at 6:00 PM

In attendance: MLevine, BGrimes, LBarnds, YSchiappacasse, LHammer

Absent: CTyler, LValcich

Also present: DDiPaolo, SKrusch, LLenahan

Approval of minutes from April 15, 2024 Regular Meeting

Approved: LBarnds, BGrimes, Unanimous

Approval of Financial report including Warrants and Payroll :

Approved: BGrimes, YSchiappacasse, Unanimous

Friends of the Library report:

SKrusch reports:

Succession meetings being planned.

Working on Friends membership.

Chris Paparo, Fish Guy Photos program June 12, 2024 6PM @ Montauk Library

Fishing month events and themes during June at the library.

Friends holiday book fair at the library July 6 & 7.

Correspondence:

DDiPaolo reports:

Thank you note from ARF Hamptons.

Art donation offered from patron.

Public expression: N/A

Directors report:

DDiPaolo reports:

LDeLalla close to completing Masters in Library Science degree.

Performance evaluations near completion.

Staff meeting being held on May 23rd with newly implemented fire emergency procedures and fire extinguisher demonstration.

LTV holding monthly EH Town Board Work Sessions at the library.

CAC meetings at the library well attended.

Montauk Chamber and CCOM holding meetings at the library.

Qigong added to wellness lineup of programs.

Tai-Chi to add additional classes for different levels.

Pride Parade June 1, 2024, in EH.

Summer reading kickoff with "passport" program in preparation.

Splish Splash discount code on library website.
Viking whale watching discount code secured by SCLS.
Tween room grand opening a success.
Employee training in progress for cataloging materials.
Videos posted on social media of setting up and dismantling display case.

Committee report:

Policy & Procedure—

LHammer reports:

Committee met, reviewed and made revisions to By-Laws.
Paperwork to be reviewed by library attorney.

Finance & Budget—

MLevine reports :

17 month CD to be opened @ Dime Bank and requests Finance
Committee to approve.

Approved: BGrimes, YSchiappacasse, Unanimous

Personnel—

DDiPaolo reports:

Proposed 2024-2025 hourly rate increase.

Approved: MLevine, BGrimes, Unanimous

Request to hire PT library clerk WArrias

Approved: MLevine, YSchiappacasse, Unanimous

Building & Grounds---

DDiPaolo reports:

BMansir submitted complete report of needed repairs including leaks
from windows and doors. Kawaneer inspectors confirmed leaks.

Flagpole repair completed.

Childrens door needs replacement.

Curtains hung in archival office to create comfort room.

Quote from Source International to purchase chairs for community room.

Approved: YSchiappacasse, LHammer, Unanimous

Quote from D & S to purchase split AC unit for children's office.

Approved: LHammer, MLevine, Unanimous

Old Business: N/A

New Business:

DDiPaolo reports:

Tax overpayment.

Revision of Meeting Room Use Policy (on website)

Approved: BGrimes, LHammer, Unanimous

Motion to adjourn Regular Meeting at 7:00 PM

Approved: MLevine, BGrimes, Unanimous

*The next meeting is scheduled for Monday, June 17, 2024 @ 6PM

Respectfully yours,

Lucille Lenahan

PENDING APPROVAL