

MONTAUK LIBRARY  
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES  
NOVEMBER 18, 2024 @ 6:00 PM  
*APPROVED MINUTES*

CALL TO ORDER REGULAR MONTHLY MEETING: MLevine at 6:01 PM

IN ATTENDANCE: MLevine, LBarnds, BGrimes, LHammer, YSchiappacasse, LValcich, LNorris

ALSO PRESENT: DDiPaolo, LLenahan, SKrusch, D Elliot

APPROVAL OF MINUTES FROM OCTOBER 21, 2024 REGULAR MEETING:

Approved : LValcich, MLevine, Unanimous \*Abstain: BGrimes

APPROVAL OF FINANCIAL REPORTS INCLUDING WARRANTS AND PAYROLL:

Approved: MLevine, LValcich, Unanimous

FRIENDS REPORT:

SKrusch reports:

Recent addition of new members to Friends group.

Brick sales continue with small & large bricks available.

Friends book group seeing new members join.

Annual Appeal letters sent out week of 11/18/24.

DElliot reports:

Holiday book sale & fruitcake contest on November 30<sup>th</sup>, 10AM-3PM.

Knitting & crocheting group selling handmade items at holiday sale.

Library logo hats, mugs and bags will be sold at holiday sale.

Fruitcake contest still accepting entrants.

Book store winter hours: Saturdays from 11AM-4PM.

CORRESPONDENCE: N/A

PUBLIC EXPRESSION: N/A

COMMITTEE REPORT:

FINANCE & BUDGET:

LValcich selected as Financial Secretary.

Bank Signatories: MLevine, LHammer, LBarnds, LValcich

DDiPaolo reports:

2025-2026 draft operating budget underway.

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 levy increase that exceeds the tax levy for the fiscal year July 1, 2025 to June 30, 2026.*

APPROVED: LBarnds, LValcich, Unanimous

PERSONNEL: No report.

**BUILDING & GROUNDS --**

DDiPaolo reports:

Bike rack repaired and reinstalled.

Children's department windows removed and being repaired.

Trex challenge plastic collection going strong.

POLICY & PROCEDURE: No report.

NOMINATING COMMITTEE: No report.

**DIRECTOR'S REPORT:**

DDiPaolo reports:

Amazon Business coordinated purchasing with SCLS.

Spring review newsletter underway.

Staff holiday potluck on December 10<sup>th</sup>, 2024.

Archival Needs Assessment approval. APPROVED: MLevine, BGrimes, Unanimous.

**Electronic Fund Transfer (EFT) Authorization Policy:**

To enhance efficiency and security in managing recurring payments, the Library Treasurer and Library Director may authorize Electronic Fund Transfers (EFT) to qualified vendors. Such authorizations must comply with the Library's procurement policy and receive approval from the Library Board.

APPROVED: LValcich, LHammer, Unanimous.

OLD BUSINESS: N/A

**NEW BUSINESS:**

DDiPaolo reports:

Approval to vote LRichland to SCLS System Board Trustee 1/8/25-12/31/27

APPROVED: Unanimously.

Adjourn Regular Meeting @ 6:40PM to enter into Executive Session: Legal Matter

Adjourn Executive Session @ 7:05PM to enter into Regular monthly meeting.

DDiPaolo reports:

Action Window & Door to reinstall Children's Dept. windows estimated \$5200.

APPROVED: LHammer, LBarnds, Unanimous.

Notice of Consideration of Default. Re: Patriot Organization

APPROVED: BGrimes, YSchiappacasse, Unanimous

Motion to adjourn Regular Meeting @ 7:15PM

APPROVED: LValcich, LBarnds, Unanimous

\*The next meeting is scheduled for Monday, December 16, 2024 @ 6PM

Respectfully yours,

Lucille Lenahan