

MONTAUK LIBRARY  
REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES  
APRIL 21, 2025 @ 6:00 PM  
UNAPPROVED MINUTES

Call to order and roll call of members: MLevine at 6:00 PM

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

ALSO PRESENT: DDiPaolo, SKrusch, LLenahan

Approval of minutes from March 17, 2025 monthly meeting:

Approved: LValcich, LHammer, Unanimous

Approval of Financial reports including Warrants and Payroll:

Approved: BGrimes, MLevine, Unanimous

Friends of the Library report:

SKrusch reports:

Amazon account set up for selling books online.

Carrot Cake contest a huge success.

Flag Day event in June will have a red/white/blue theme.

June 25<sup>th</sup>, Chris Paparo returns to library to present "Birding with the Fish Guy"

The Friends book store will be open on Wednesday's & Saturday's in June.

June 1<sup>st</sup> through September 1<sup>st</sup> book donations will pause.

July 5<sup>th</sup> & 6<sup>th</sup> Friends book sale @ library.

July program: John Dunne from the Montauk Marine Science Institute.

Correspondence:

DDiPaolo reports:

Thank you note from Richard-AARP tax preparer (tax return assistance)

Thank you note from EH Retreat.

Email from MJTracy.

Public expression: N/A

Committee Reports:

Finance & Budget-

DDiPaolo reports:

Montauk Library's 2025-2026 Operating Budget passed. 93/16

Trustees re-elected: MLevine, LValcich, LNorris.

Personnal: Did not meet.

Building & Grounds: Did not meet.

Policy & Procedure: Did not meet.

Nominating: Did not meet.

Director's report:

DDiPaolo reports:

83 Tax returns prepared during tax assistance season with AARP.  
Thank you to JDeSousa for her help with organizing the tax assistance program.  
Beginner Spanish class extended.  
Suffolk County Civil Service Library Assistant exam 6/21/25.  
Bingo guest caller for May 21<sup>st</sup> will be RWhite.  
Staff meeting in May to start the new season.  
Department Head Supervisor meetings held monthly.  
Thank you to staff members for keeping the library clean while interviewing for Custodians/Cleaners.  
Catherine's Cleaning Company to clean library M/W/F.  
Cunningham Duct Cleaning Co. will clean all air ducts June 19<sup>th</sup> & 20<sup>th</sup>.  
Annual maintenance & service contract signed with D & S Mechanical Company.  
New door saddles installed on children's door and upper level doors.  
2024-2025 Audit to begin.

Old Business:

DDiPaolo reports:

Key, Key Fob and Access Codes Policy –on website  
Approved: BGrimes, LBarnds, unanimous.

New Business: N/A

MOTION TO ADJOURN REGULAR MEETING AT 7 PM

APPROVED: LValcich, MLevine, Unanimous

\*The next meeting is scheduled for Monday, May 19, 2025 @ 6PM

Respectfully yours, Lucille Lenahan