

**APPROVED**  
**Minutes of the**  
**Board of Trustees' Meeting**  
**January 13, 2022**  
**6:30 p.m.**

The meeting was called to order by N. Berlin at 6:39 p.m. Also present were Lois Overton (remote), Bill Wexler, Madeline Hanewinckel (remote), Kevin Ford (remote), and Mary Schubart, Director and Secretary to the Board.

Approval of Minutes

On a motion by L. Overton, seconded by M. Hanewinckel, the Board approved the previous month's minutes. Passed unanimously.

Approval of Bills and Payroll

On a motion by K. Ford, seconded by M. Hanewinckel, the Board approved the previous month's bills and payroll reports. Passed unanimously.

December 2021	Warrant – General	\$84,428.56
December 2021	Debt Service	None
December 2021	Capital Fund	None
December 2021	Payroll	\$139,227.42

Period for Public Expression

None

Correspondence:

1. Written update from the Town on PILOT funds to be received for the fiscal year (\$18,100.65).
2. Report from Matt Wuthenow, Assistant Director
3. Report from M. Irish – Adult/Teen Department
4. Monthly report from K. Lane – Circulation Department
5. Monthly report from A. Michalik – Maintenance Department

Personnel Report:

Accepted.

Financial Report:

Accepted. No *Inventory Dispensation Report* for December, 2021.

Statistical Report:

Adult collection analysis compiled by Matt Wuthenow was reviewed with interest by the Board.

Security Report:

None

Old Business:

The Board reviewed COVID protocols relating to staff.

The Board pushed the budget discussion to the end of the meeting.

New Business:

On a motion by W. Wexler, seconded by K. Ford, the Board approved the *Petty Cash Policy*. Passed unanimously.

On a motion by W. Wexler, seconded by M. Hanewinckel, the Board approved the *Material Selection Policy*. Passed unanimously.

On a motion by W. Wexler, seconded by K. Ford, the Board approved the *Fund Balance Policy*. Passed unanimously.

The Board unanimously agreed that the desirability of a McEvoy painting aside, an art purchase for the Library at the price point stipulated by the artist would not align with the Library's overall service plan and mission.

K. Ford exited the remote meeting at 8:50 p.m.

Other

The Director shared a proposal from APEX Energy Solutions, Westbury, NY, for engineering analysis services related to the Library's HVAC and roofing systems. It was agreed that the Director would seek an additional engineering/contractor survey proposal.

The Board reaffirmed its commitment to present a 2022-23 budget to the community that falls below the tax cap.

On a motion by W. Wexler, seconded by M. Hanewinckel, the meeting was adjourned at 9:08 p.m.