

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

The meeting was called to order by M. Hanewinckel at 6:33 p.m. Also present were Nora Berlin, Lois Overton, William Wexler, and Mary Schubart, Director and Secretary to the Board.

Approval of Minutes

On a motion by L. Overton, seconded by N. Berlin, the Board approved the September, 2022 minutes. Passed unanimously.

Approval of Bills & Payroll

On a motion by W. Wexler, seconded by L. Overton, the Board approved the previous month's bills and payrolls as well as the Independent Accountant's Report and management representation letter issued by Sheehan Accountants & Advisors, Brightwaters, NY. Passed unanimously.

September 2022	Warrant – General	\$146,673.02
September 2022	Debt Service	None
September 2022	Capital Fund	None
September 2022	Payroll	\$218,553.22

Period for Public Expression

None.

Correspondence:

1. Report from Matt Wuthenow, Assistant Director.
2. Report from M. Irish, Adult/Teen Department.
3. Monthly report from A. LoDolce, Children's Department.
4. Monthly report from K. Lane, Circulation Department.
5. Monthly report from A. Michalik, Maintenance Department.

6. Patron thank you letter.
7. On a motion by W. Wexler, seconded by L. Overton, the Board approved proposed amendments to the *Resource Sharing Code*. Passed unanimously.

Personnel Report:

Accepted. On a motion by N. Berlin, seconded by L. Overton, the Board approved a per diem of \$350.00 for the upcoming four-day NYLA Conference for Gregory Klein, Jane Hoffman, and Kelly Harvey. Passed unanimously.

Financial Report:

Accepted.

Statistical Report:

None.

Security Report:

On a motion by W. Wexler, seconded by N. Berlin, the Board approved a security camera system upgrade presented by Digital Provisions, Ronkonkoma, NY at the state contract price of \$59,999.78, inclusive of the first annual optional Sentry Watchguard Service in the amount of \$3,600. Passed unanimously.

Old Business:

The Director informed the Board that the new coffee vending machine was in place at the front lobby and that cups were being provided to patrons at a cost of \$2 apiece.

On a motion by N. Berlin, seconded by L. Overton, the Board approved the proposal by Airpath Engineering, DPC, Hauppauge, NY, to perform test, adjust, and balance services on the air and water HVAC systems at a cost of \$9,900. Passed unanimously.

On a motion by N. Berlin, seconded by W. Wexler, the *Personal Time Policy* review was tabled until the November Board meeting. Passed unanimously.

New Business:

On a motion by W. Wexler, seconded by L. Overton, the Board approved the state contract pricing provided by Forerunner Technologies, Inc. Edgewood, NY for a building-wide phone system upgrade, including a conference calling phone station at a price of \$19,201.64. Passed unanimously.

On a motion by W. Wexler, seconded by N. Berlin, a revised *Grievance* Policy was approved by the Board. Passed unanimously.

Other

On a motion by L. Overton, seconded by N. Berlin, the meeting was adjourned at 8:57 p.m.