

**UNAPPROVED**  
**Minutes of the**  
**Board of Trustees' Meeting**  
**November 10, 2022**  
**6:30 p.m.**

The meeting was called to order by M. Hanewinkel at 6:39 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 W. Wexler, seconded by L. Overton, the Board approved the October, 2022 minutes. Passed unanimously.

Approval of Bills & Payroll

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

October 2022	Warrant – General	\$140,537.68
October 2022	Debt Service	None
October 2022	Capital Fund	None
October 2022	Payroll	\$149,542.44

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. Letter of resignation from Library Assistant, Jacqueline Croteau.

Personnel Report:

Accepted.

Financial Report:

Accepted.

No motion was taken regarding the *Purchasing Policy*.

Security Report:

On a motion by W. Wexler, seconded by L. Overton, the Board approved a supplemental proposal (to the initial proposal approved last month) from Digital Provisions, Ronkonkoma, NY in the amount of \$10,708.97 for additional cameras and wire runs, with pricing provided under New York State Office of General Services. Passed unanimously.

On a motion by W. Wexler, seconded by L. Overton, the Board made a motion to direct funds from the committed Protection Services Fund into the Capital Fund to cover the costs related to Digital Provisions upcoming installations in the amount of \$70,708.75. Passed unanimously.

Old Business:

On a motion by N. Berlin, seconded by L. Overton, the Board approved the revisions to the *Personal Time Policy*. Passed unanimously.

The Board was informed that air balancing work was scheduled for November 16<sup>th</sup> as part of the initial HVAC assessment.

The Board agreed to table discussion of a proposal from New York Environmental, Port Washington, NY, pending further discussion with Sandpebble.

New Business:

None.

Other

None.

On a motion by L. Overton, seconded by N. Berlin, the meeting was adjourned at 8:20 p.m.