

**APPROVED**  
**Minutes of the**  
**Board of Trustees' Meeting**  
**December 8, 2022**  
**6:30 p.m.**

The meeting was called to order by M. Hanewinkel at 6:36 p.m. Also present were Nora Berlin, Lois Overton, Christine Scibelli, 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 previous month's minutes. Passed unanimously.

Approval of Bills & Payroll

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

November 2022	Warrant – General	\$283,466.08
November 2022	Debt Service	None
November 2022	Capital Fund	None
November 2022	Payroll	\$150,096.70

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 appreciation from St. Patrick's Parish for the donation of winter accessories to Outreach.
7. SCLS Proposed Fiscal Year 2023 Budget. On a motion by N. Berlin, seconded by L. Overton, the Board approved the SCLS 2023 Budget. Passed unanimously.
8. A verbal message was received by the Board through Lois Overton from Sharon Smith, who communicated a need to step down from the Board due to family reasons. On a motion by L. Overton, seconded by N. Berlin, S. Smith's notice of resignation was accepted. On a motion by N. Berlin, seconded by L. Overton, the Board appointed Christine Scibelli to fill the unexpired term of S. Smith. Passed unanimously.

Personnel Report:

Accepted.

Financial Report:

Accepted.

Security Report:

None.

Old Business:

Item (A) under Old Business (*Personal Time Policy* – motion) was bypassed, as its inclusion in the *Agenda* was a mistaken holdover from the prior month.

On a motion by N. Berlin, seconded by L. Overton, the Board approved a proposal from New York Environmental, Port Washington, NY, for assessment of the roofing areas at a cost not to exceed \$7,831. Passed unanimously.

New Business:

The matter of a *Public Expression /Participation Policy* was tabled.

Preliminary budget discussions were tabled.

## Other

On a motion by N. Berlin, seconded by L. Overton, the Board revised the requirement for current staff to provide proof of vaccination or to otherwise wear a mask in the building, effective January, 2023, with the understanding that the policy may undergo revision in a public health outbreak or emergency. Passed unanimously.

On a motion by L. Overton, seconded by N. Berlin, the meeting was adjourned at 9:16 p.m.