

**APPROVED**  
**Minutes of the**  
**Board of Trustees' Meeting**  
**September 14, 2023**  
**6:30 p.m.**

The meeting was called to order by M. Hanewinckel at 6:35 p.m. Also present were Nora Berlin, William Wexler, Frank Flynn, and Mary Schubart, Director and Secretary to the Board.

Approval of Minutes

On a motion by W. Wexler, seconded by N. Berlin, the Board approved the previous month's 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 *Independent Accountant's Report* issued by Sheehan Accountants & Advisors, Brightwaters, NY. Passed unanimously.

July 2023	Warrant – General	\$149,671.79
July 2023	Capital Fund	None
July 2023	Payroll	\$140,702.38
August 2023	Warrant – General	\$110,147.75
August 2023	Capital Fund	None
August 2023	Payroll	\$219,668.75

Period for Public Expression

None.

Correspondence:

1. Reports from Matt Wuthenow, Assistant Director.
2. Reports from M. Irish, Adult/Teen Department.

3. Reports from A. LoDolce, Children's Department.
4. Reports from Maintenance Department.
5. Resignation letter from M. Wuthenow who departed to become Director of the East Islip Public Library.
6. Resignation letter from part-time librarian, T. Buscarino.

Personnel Report:

Accepted.

Financial Report:

Accepted.

Statistical Report:

None.

Security Report:

None.

Old Business:

Emtec Consulting Engineers, Ronkonkoma, NY confirmed through Curtis Design Group, East Norwich, NY, that NYS code is the prevailing code for elevator requirements for both new and existing installations. Accordingly, Sandpebble will seek alternate bids for elevator upgrades (to compare with the one submitted by Island Elevator).

The Trustees signed *Conflict of Interest Certifications*.

It was agreed that the Library accountant, Al Coster of Baldessari and Coster, Stewart Manor, NY, would be scheduled to provide one hour of general training on fiduciary responsibilities of the Board. It was also agreed that the Library's legal counsel, Keven Seaman, would be requested to provide a second hour of NYS mandated training.

## New Business:

The Board agreed to close the Library the day before Thanksgiving to conduct library-wide carpet and restroom cleanings, which would allow for sufficient drying time ahead of the post-Thanksgiving Friday re-opening.

The Board discussed NYS COVID protocols.

On a motion by N. Berlin, seconded by F. Flynn, the Board approved NYLA conference attendance for librarians M. Ferrari and K. Harvey. Passed unanimously.

## Other

At 8:47 pm, on a motion by N. Berlin, seconded by W. Wexler, the Board entered Executive Session to discuss personnel matters. On a motion by N. Berlin, seconded by W. Wexler, the Board re-entered the public session at 8:54 pm with no additional motion taken.

On a motion by W. Wexler, seconded by N. Berlin, the meeting was adjourned at 9:06 p.m.