

UNAPPROVED
Minutes of the
Board of Trustees' Meeting
June 13, 2024
6:30 p.m.

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

Approval of Minutes

On a motion by N. Berlin, seconded by F. Flynn, the Board approved the previous month's minutes. Passed unanimously.

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

May 2024	Warrant – General	\$111,894.10
May 2024	Capital Fund	None
May 2024	Payroll	\$135,909.54

On a motion. By W. Wexler, seconded by F. Flynn, the Board approved the internal auditing engagement letter for the period of July 2024 through June 2025 from Sheehan Accountants & Advisors in the amount of \$1,300 per month. Passed unanimously.

Period for Public Expression

Correspondence:

1. Report from A. LoDolce, Assistant Director / Children's Department.
2. Report from M. Irish, Adult/Teen Department.
3. Report from G. Klein, Head of Technical and Circulation Services.

Personnel Report:

Accepted along with a letter from Librarian I Michele Ferrari notifying the Library of her retirement, effective June 15, 2024.

Financial Report:

Accepted (revenue report for March and full report for May).

On a motion by W. Wexler, seconded by F. Flynn, the Board amended the *Investment Policy* to raise the maximum deposit amount in First National Bank of Long Island to \$6 million. Passed unanimously.

Security Report:

None.

Old Business:

The Board reviewed a revised lobby fish tank schematic by Arthur Giacalone Consulting, Lake Ronkonkoma, NY, and approved the draft pending review of millwork and trim samples at an upcoming meeting.

The Director reported that the Library's HVAC/roof project was still listed as "unreviewed" on the SED website as of two days prior.

New Business:

On a motion by W. Wexler, seconded by N. Berlin, the Board revised the *Library Card Policy* by clarifying in-person renewals require the same documentation as issuance of a new card and that over-the-phone renewals will be expedited only once every three years for residents with cards in good standing. Passed unanimously.

The Board approved the uniform shirt for staff.

The Board reviewed a proposal from BBS Engineers for alterations for the Teen Department and asked that in advance of acceptance, that the Director seek an estimate of hours required to develop drawings of potential renovations to the space.

On a motion by F. Flynn, seconded by N. Berlin, the Board approved a new *Library Vision, Mission and Values Policy* that reflects various revisions suggested by the Board. Passed unanimously.

Other:

None

Adjournment:

On a motion by W. Wexler, seconded by N. Berlin, the meeting was adjourned at 8:24 p.m.