

**APPROVED**  
**Minutes of the**  
**Board of Trustees' Meeting**  
**October 10, 2024**  
**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, Francis Flynn, Christine Scibelli, 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.

On a motion by C. Scibelli, seconded by N. Berlin, the Board approved the prior month's *Independent Accountant's Report* by Sheehan Accountants & Advisors. Passed unanimously.

September 2024	Warrant – General	\$169,250.07
September 2024	Capital Fund	None
September 2024	Payroll	\$137,080.80

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 K. Harvey, Teen Librarian.
4. Report from G. Klein, Head of Technical and Circulation Services.
5. Custodial report from D. Breinlinger and R. Ducos.

Personnel Report:

Accepted for August and September.

Financial Report:

Accepted.

Security Report:

None.

Old Business:

The Board was informed that the new fish tank had been delivered to the Plycon facility and that final measurements would be taken by the millwork vendor.

The Board was informed that based on the Library's placement in a queue at State Ed and staffing limitations within that Department, our HVAC and roofing drawings would most likely undergo review in the January to February time frame.

Tracy Hansen of BBS Architects, Patchogue, NY, was unable to attend the meeting but forwarded three proposals for Board consideration: development of a current library floor plan, a five-year study plan, and a spatial analysis/conceptual master plan. The Board posed several questions for the Director to communicate to BBS but nixed the five-year study option.

New Business:

The Director informed the Board of a December 10<sup>th</sup> option to receive two hours of training at the Bayport-Bluepoint Library. It was agreed the Director would instead provide in-person training through the Library's accountant as well as online-training options.

On a motion by W. Wexler, seconded by F. Flynn, the Board updated the *Meal and Break Period Policy* to reflect changes in NYS law pertaining to breaks sought by employees to express breast milk. Passed unanimously.

Other:

None.

Adjournment:

On a motion by W. Wexler, seconded by N. Berlin, the meeting was adjourned at 8:09 p.m.