

## **Lindenhurst Memorial Library: Approved Board Meeting Minutes March 14, 2020 at 11:30 am**

Present: Jane Dietz, Lori Novello, Gabrielle Giacomazzo, Kenneth St. John, and Library Director Lisa Kropp. Absent with notice: Annette DeLuca

Board President Jane Dietz called the meeting to order at 11:31 am

A motion to adopt the agenda made by Ms. Giacomazzo, seconded by Mr. St. John, carried by a 4-0 vote.

Motion to adopt the prior meeting minutes by Ms. Giacomazzo, seconded by Mr. St. John, carried by a 4-0 vote.

There was no public expression.

Ms. Kropp presented a draft Health Emergency/Infectious Disease Outbreak Policy for the review of the Board.

Motion to adopt the Health Emergency/Infectious Disease Outbreak Policy with the noted changes, by Mr. St. John, seconded by Ms. Giacomazzo, passed by a 4-0 vote.

The Board reviewed information available from local, regional, and state government regarding the current outbreak of COVID-19, and agreed to cancel all programs and meeting room reservations for the timeframe of March 15 – March 29.

A motion to accept the Treasurer's report by Ms. Giacomazzo, seconded by Ms. Novello, carried by a 4-0 vote.

Ms. Kropp gave a building project update. The design team at BBS has begun working on interior plans, and is scheduling meetings with individual departments as they work on the design of the interior space. She noted that we are on pace with the original timeline as laid out by BBS and Park East.

Ms. Kropp noted in her Director report (a copy of which is attached to the original packet of this meeting) that adult librarian Monika Brusalis wrote a digitization grant for LILRC, to take the Lindenhurst Star microfilm and convert it to a searchable digital format. Ms. Kropp was happy to note that the grant was chosen by LILRC, and the \$4,000 grant covers the work of the project.

Ms. Kropp also expressed thanks to staff custodians Joe Santiago and Anthony Torres for the fabulous job they did in painting the walls and floor of the Annex basement as it is readied to become a storage space for supplies and book storage. The Board asked that their thanks be conveyed to Mr. Santiago and Mr. Torres for their hard work, noting from the pictures in the Director report that a dramatic change was achieved.

The Friends of the Library book sale scheduled for March 21, 2020 will be held at a to be determined future date.

Under new business, Ms. Kropp noted that the NYS Annual Report was completed and sent to SCLS in-between the February and March board meetings, and needed final Board approval.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the Board of Trustees reviewed and accepted the 2019 New York State Annual Report by a 4-0 vote.

There being no further business of the Board, upon a motion by Ms. Glacomazzo, seconded by Mr. St. John, and on a 4-0 vote, the meeting adjourned at 1:33 pm.

Upcoming Meeting Dates: Saturday, April 25, May 30, and June 20 at 9:30 am

Lisa Kropp, Recorder of Minutes