



## Approved Board of Trustees Meeting Minutes: August 21, 2023

### **Present:**

Jane Dietz, President  
Gabrielle Giacomazzo, Vice-President  
Courtney Bynoe, Trustee  
Lisa Kropp, Library Director  
Caitlin Sempowich, Assistant Director

Guest Gae Lozito attended the start of the meeting.

Trustees Lori-Ann Novello and Kenny St. John were late with notice.

Board President Jane Dietz called the meeting to order at 7:04 PM.

Motion to adopt the agenda (Giacomazzo /Bynoe) 3-0.

Motion to adopt the prior meeting minutes (Bynoe/ Giacomazzo) 3-0.

During public expression, Lindenhurst resident Gae Lozito presented the Board with a check for \$10,000 to help establish a children's reading and sensory garden in the Annex Backyard, in memory of her mother, Nives Hoffmann Lozito. Mrs. Lozito was a long-term elementary school teacher at the Daniel Street school, and on behalf of the Library, the Board accepted her generous donation with sincere thanks.

The Director shared correspondence with the Board, copies of which are included in the meeting packet.

Motion to adopt the Treasurer's Report as presented, including receipts, disbursements, warrants and cash flow (Giacomazzo /Bynoe) 3-0.

The Director gave her report to the Board, a copy of which is included in the original meeting packet.

Trustee Kenny St. John entered the meeting at 7:35 pm, and Trustee Lori Novello entered the meeting at 7:40 pm.

Motion to enter into executive session at 7:45 pm for matters regarding the appointment of a particular corporation (St. John/Bynoe) 5-0.

The Board exited executive session at 8:29 pm (Giacomazzo/Novello) 5-0 and resumed the public session portion of the meeting.

Motion to hire Andrew Martingale at a rate of \$255 per hour as the Library's Counsel, effective September 1, 2023 (St. John/Giacomazzo) 5-0.

**Budget and Finance Committee:**

Motion to authorize a pilot study of Sunday service hours from November 2023 – April 2024 (St. John/Novello) 5-0.

**Infrastructure Committee:**

Motion to approve payment number 1 from Belfor Property Restoration in relation to Annex infrastructure work, for \$186,571.87 (Bynoe/Giacomazzo) 5-0.

Motion to approve payment number 12 from Cooper Power & Lighting Corporation in relation to the library building infrastructure project for \$61,094.04 (Giacomazzo/Bynoe) 5-0.

**Personnel Committee:**

Motion to accept the resignations of part-time Library Page Nicholas Gleeson, effective August 26, 2023 (St. John/Giacomazzo) 5-0.

**Policy Committee:**

Motion to approve the revisions to the Program Policy and the Library Cards and Circulation of Materials Policy as presented (Novello/Giacomazzo) 5-0.

**Strategic Planning Committee:**

Draft of strategic plan tabled for the September 18 board meeting.

**Unfinished Business: none.**

**New Business:**

Director Lisa Kropp shared a proposal from BBS Landscape Architects to develop a master plan for the green parking lot, perimeter of the library building, and the Annex Backyard. The plan should be ready for discussion at the September 18 board meeting.

Motion to approve the attendance of six staff members at the NYLA Annual Conference in Saratoga Springs from November 1-4, 2023 at a cost not to exceed 6,000 dollars (Novello/Giacomazzo) 5-0.

Director Lisa Kropp shared three proposals for payroll and human resources online systems.

With no public expression or remaining business to conduct, motion to adjourn the meeting made at 9:08 pm (Giacomazzo /Bynoe) 5-0.

Next meeting: Monday, September 18 at 7:00 PM



Lisa Kropp, note taker



Kenneth St. John, Board Secretary