

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees Board Meeting
Saturday, December 18, 9:00 am

The Lindenhurst Memorial Library held a regular board meeting on December 18. Board Members Jane Dietz, Lori-Ann Novello, Gabrielle Giacomazzo and Kenny St. John were present, as was Library Director Lisa Kropp. Andrea Malchiodi, Head of Youth Services and Community Engagement, was also present.

Board President Jane Dietz called the meeting to order at 9:00 am.

Motion to adopt the meeting agenda made by Ms. Giacomazzo, seconded by Mr. St. John. Motion carried. (4-0)

Motion to adopt the prior meeting minutes from the November 20 meeting made by Mr. St. John, seconded by Ms. Giacomazzo. Motion carried. (4-0)

Ms. Kropp shared correspondence with the Board from two library patrons happy with the “make and take” craft kit programs the Library has been offering, along with a thank you letter to staff from the organization Light Up Lindy, thanking us for participating in the annual tree donation event at the Village Gazebo.

Motion to adopt the Treasurer’s Report, including receipts and disbursements, warrants and cash flow, made by Ms. Novello, seconded by Ms. Giacomazzo. Motion carried (4-0).

Ms. Kropp presented her Director’s Report, a copy of which is in the original board meeting packet. Of note in the report was the presentation of certificates to staff celebrating service anniversaries with the Library. Prior to retiring, Angela D’Esposito received her 30 year pin. Jeanna Matias, James Jenkins, Melissa Negrin, and Charlotte Buckleman all received 5 year anniversary pins. The Board thanked them all for their service.

The Friends of the Library held a successful photo shoot, with staff assistance from Andrea Malchiodi and Caitlin Sempowich. The next Friends meeting is scheduled for January 4, 2022 at 7:00 pm as a hybrid event in the Library’s program room and on Zoom.

The Board invited Lindenhurst resident Courtney Bynoe into the meeting at 9:30 am to discuss her interest in the remainder of the Board of Trustees position vacated by the resignation of Trustee DeLuca in August.

Motion by Mr. St. John, second by Ms. Giacomazzo, to appoint Courtney Bynoe to the open Trustee seat to complete the term of Trustee Annette DeLuca, with an expiration of June 30, 2022. Motion carried (4-0).

Ms. Kropp shared a Building Project Report in the Board packet with the Trustees. The elevator de-watering project is complete and successful! The water pump has been removed, and the shaft of the elevator is being constructed. Ceiling work under the mezzanine and fire sprinkler piping is ongoing. Sheetrock and electrical work in the office areas on the upper mezzanine is almost complete.

Motion to approve payment 2 for Hartcorn Plumbing & Heating at a cost of \$36,356. 50 made by Ms. Novello, second by Mr. St. John. Motion carried (4-0).

Motion to approve payment 4 for Renu Contracting & Restoration at a cost of \$79,156.95 made by Mr. St. John, second by Ms. Novello. Motion carried (4-0).

Motion to approve payment to Municipal Testing Lab at a cost of \$1,768.15 made by Ms. Novello, second by Ms. Giacomazzo. Motion carried (4-0).

Motion to approve payment 1 for Eldor Contracting Corporation at a cost of \$12,046.95 for solar panel work, made by Ms. Novello, second by Mr. St. John. Motion carried (4-0).

Motion to approve payment 2 for Eldor Contracting Corporation at a cost of \$47,975.00 for solar panel work, made by Ms. Novello, second by Ms. Giacomazzo. Motion carried (4-0).

Motion to approve payment 3 for Cooper Power & Lighting Corp. at a cost of \$123,656.75, made by Ms. Giacomazzo, second by Ms. Novello. Motion carried (4-0).

Committee Reports:

Budget and Finance- Committee met to discuss a draft budget for the 2022 -23 year, which was discussed with the Board. The committee will meet again prior to the January board meeting to finalize a draft for approval.

Infrastructure – see building project report.

Personnel – no meeting.

Policy – Mr. St. John noted that the committee recently reviewed edits to the Financial Management Policy recommended by counsel.

Motion by Mr. St. John, seconded by Ms. Giacomazzo, to accept the edits to the Financial Management Policy. Motion carried (4-0).

Strategic Planning – meeting is being scheduled for January.

The Board had no unfinished business to discuss.

Under new business, Ms. Kropp shared a link for our website, where patrons could choose to make a donation directly to the Library. SCLS created the page with the link, for interested libraries to use. The Board agreed that this would be a useful service to offer when staff receive requests regarding how a donation can be made. The Library's business office will work with SCLS staff to update our site with the information.

With no further business to conduct, Ms. Dietz adjourned the meeting at 11:01 am, on a motion by Ms. Giacomazzo, second by Ms. Novello. Motion carried. (4-0).

Future Board meeting date: Saturday, January 15, 2022, 9:00 am at the Lindenhurst Memorial Library.

Lisa Kropp

Kenneth St. John

Recorder of Minutes

Board Secretary