

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees Board Meeting
Saturday, February 19, 2022 at 9:00 am

The Lindenhurst Memorial Library held a regular board meeting on February 19. Board Members Jane Dietz, Gabrielle Giacomazzo, Kenny St. John and Courtney Bynoe were present, as was Library Director Lisa Kropp. Andrea Malchiodi, Head of Youth Services and Family Engagement, was also present. Board member Lori-Ann Novello was absent with notice.

Board President Jane Dietz called the meeting to order at 9:02 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 January 15, 2022 meeting made by Mr. St. John, seconded by Ms. Giacomazzo. Motion carried. (4-0)

Ms. Kropp shared correspondence with the Board, which included an email from a patron thanking the children's department for offering a program at the local theater in December.

Motion to adopt the Treasurer's Report, including receipts and disbursements, warrants and cash flow, made by Ms. Giacomazzo, seconded by Ms. Bynoe. Motion carried (4-0). Mr. St. John noted that the two new accounts at Ridgewood Savings Bank now appear on the report.

Ms. Kropp presented her Director's Report, a copy of which is in the original board meeting packet. She noted that NYLA's Advocacy Day will be held virtually again this year on March 2, and she urged board members to attend if they are able. She also shared that the Community Events Calendar is now live on our website, and has been enthusiastically received by local organizations.

Ms. Kropp shared a Building Project Report in the Board packet with the Trustees. The solar panel grant project is near completion. The EV charging stations will go live on Tuesday, February 22. The first two hours of charging time are free, and from the third hour forward, the cost is \$3.00 per hour. The Library will receive 90% of the fee, with the remaining 10% going to ChargePoint for administrative costs. Proceeds will be balanced out either quarterly or at the end of the fiscal year, into the utilities budget line. Ms. Kropp shared a design proposal from Janice Davis, who created the original artwork in the Children's Department, for a new design around the entrance into the department as well as work in the early learning play area (former small meeting room). She also shared a proposal from Renu Contracting & Restoration to update the three remaining original bathrooms with new fixtures and tile to match the interiors of the new bathrooms.

Motion to approve payment 6 for Renu Contracting & Restoration at a cost of \$279,442.50 made by Ms. Giacomazzo, second by Ms. Bynoe. Motion carried (4-0).

Motion to approve payment 4 for Cooper Power & Lighting Corp. at a cost of \$49,984.25 made by Mr. St. John, second by Ms. Giacomazzo. Motion carried (4-0).

Motion to approve payment 3 for Hartcorn Plumbing & Heating Inc. at a cost of \$66,633 made by Ms. Giacomazzo, second by Mr. St. John. Motion carried (4-0).

Motion to approve payment 3 for Eldor Contracting Corp. at a cost of \$43,937.50 made by Mr. St. John, second by Ms. Giacomazzo. Motion carried (4-0).

Motion to approve payment 4 for Eldor Contracting Corp. at a cost of \$17,527.50 made by Ms. Bynoe, second by Ms. Giacomazzo. Motion carried (4-0).

Motion to accept the design proposal from Janice Davis at a cost not to exceed \$30,000 made by Ms. Giacomazzo, second by Ms. Bynoe. Motion carried (4-0).

Motion to accept the proposal from Renu Contracting & Restoration to update the three remaining original bathrooms at a cost not to exceed \$75,000 made by Mr. St. John, second by Ms. Bynoe. Motion carried (4-0).

Committee Reports:

Budget and Finance- Committee met again to finalize the draft budget, which calls for a modest 1% increase and is within the allowed tax cap. Ms. Kropp let the Board know that the paper work for Ridgewood Savings Bank is finalized, allowing us to move forward with account set-up for the Library. This is to help diversify holdings between two banks (First National Bank of Long Island and Ridgewood Savings Bank)

Motion by Ms. Giacomazzo, second by Mr. St. John, to adopt the 2022-23 fiscal year draft budget. Motion carried (5-0).

Motion by Ms. Novello, second by Ms. Giacomazzo, to adopt the 2022-23 Annual Trustee and Budget Election legal ad. Motion carried (5-0).

Motion by Mr. St. John, second by Ms. Novello, to move \$50,000 from the FNBLI checking account to the Ridgewood checking account, and to move \$1,000,000 from the FNBLI Checking account to the Ridgewood savings account. Motion carried (5-0).

Budget and Finance – committee will meet again after the April 5 budget and trustee vote.

Infrastructure – see building project report.

Personnel – The committee is meeting after the board meeting to review where union negotiations left off after the one year contract extension.

Policy – no report.

Strategic Planning – The committee is meeting on March 10 to review the accomplished sections of the Strategic Plan, and to review the remaining items.

Under new business, Ms. Kropp discussed the library's work on the NYS Annual Report, which she presented to the Board for approval. She noted that the full report will be discussed at the March 2022 board meeting.

Motion by Ms. Giacomazzo, second by Ms. Bynoe, to approve the 2021 New York State Annual Report for submittal. Motion carried (4-0).

Ms. Kropp also shared that the SCLS Board will have an open slot for election for the 2023 -2025 term. She asked that Board members let her know if they are interested, or know someone who is interested in running for the position.

With no further business to conduct, Ms. Dietz adjourned the meeting at 10:34 am, on a motion by Mr. St. John, second by Ms. Giacomazzo. Motion carried. (4-0).

Future Board meeting date: Wednesday, March 23, 2022 at 7:00 pm.

Lisa Kropp

Recorder of Minutes

Kenneth St. John

Board Secretary