

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees Board Meeting
Tuesday, May 24, 2022 at 7:00 pm

The Lindenhurst Memorial Library held a regular board meeting on May 24, 2022. Board Members Jane Dietz, Gabrielle Giacomazzo, Kenny St. John, and Courtney Bynoe were present, as was Library Director Lisa Kropp. Caitlin Sempowich, Head of Information Services and Community Engagement, was also present. Trustee Lori Ann Novello was absent with notice.

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

Motion to adopt the meeting agenda made by Ms. Giacomazzo, second by Mr. St. John. Motion carried. (3-0)

Motion to adopt the prior meeting minutes from the April 19 meeting made by Ms. Giacomazzo, second by Mr. St. John. Motion carried. (3-0)

Motion to adopt the April Treasurer's Report, including receipts and disbursements, warrants and cash flow, made by Mr. St. John, second by Ms. Giacomazzo. Motion carried (3-0).

Ms. Kropp presented her Director's Report, a copy of which is in the original board meeting packet.

The Friends of the Library made over \$450 between the book sale and photo mug fundraiser.

Trustee Courtney Bynoe entered the meeting at 7:42 pm.

Ms. Kropp shared a Building Project Report from Park East Construction Management, a copy of which is in the original board meeting packet.

Motion made by Ms. Giacomazzo, second by Ms. Bynoe, to approve payment schedule A as attached of building project invoices to Eldor, Hartcorn, Renu, KG Mechanical, Cooper electric and BBS Architects. Motion carried. (4-0)

Committee Reports:

Budget and Finance- met the first week of May to look at final budget lines for upcoming fiscal year.

Infrastructure – see building project report.

Personnel – Motion by Mr. St. John, second by Ms. Bynoe, to hire Tim Bethea as a part-time Library Assistant at an hourly contractual salary of \$23.00 per hour, not to exceed 17.5 hours per week, effective April 25, 2022. Motion carried (4-0).

Motion by Ms. Bynoe, second by Mr. St. John, to promote Noel Reich to a full time Librarian I in the Information Services and Community Engagement Department at a contractual salary of \$55,000 effective June 6, 2022. Motion carried (4-0).

Motion by Mr. St. John, second by Ms. Bynoe, to move into executive session at 8:07 pm to discuss a specific employee's LOA request. Motion carried (4-0).

Motion by Mr. St. John, second by Ms. Bynoe to leave executive session at 8:19 pm. Motion carried (4-0).

Motion by Ms. Bynoe, second by Mr. St. John, to approve a leave of absence for part time page Terry Kidder, effective May 11 – June 20, 2022. Motion carried (4-0).

Policy – no report

Strategic Planning – no report.

Unfinished Business – Ms. Kropp is working with Ed Moltzen to finalize the EV charging agreement with Suffolk County.

New Business – Ms. Kropp shared a proposal from Library Market to design, build, and maintain a new website. She noted that the Library already uses Library Market to host its program registration calendar, which would be fully integrated into the new site. The current website is unable to be updated further and is limited in functionality.

Motion by Ms. Giacomazzo, second by Mr. St. John, to enter into a contract with Library Market not to exceed \$24,900 for the creation, design, and maintenance of a new website. Motion carried (4-0).

The Board choose meeting dates for the upcoming fiscal year, through December 2022 as follows:

Reorganization and regular meeting on Tuesday, July 12 at 7:00 pm

Regular board meeting on Tuesday, August 23 at 7:00 pm

Regular board meeting on Wednesday, September 21 and October 19 at 7:00 pm

Regular board meeting on Saturday, November 19 and December 17 at 9:00 am

With no further business to conduct, Ms. Dietz adjourned the meeting at 8:48 pm, on a motion by Mr. St. John, second by Ms. Giacomazzo. Motion carried. (4-0).

Future Board meeting date: Tuesday, June 21, 2022 at 7:00 pm.

Lisa Kropp

Kenneth St. John

Recorder of Minutes

Board Secretary