

APPROVED MINUTES  
Lindenhurst Memorial Library Board of Trustees Board Meeting  
Tuesday, September 20, 2022 at 7:00 pm

Board Members Jane Dietz, Gabrielle Giacomazzo, Kenny St. John, Lori Novello, and Courtney Bynoe were present, as was Library Director Lisa Kropp.

Board President Jane Dietz called the meeting to order at 7:06 pm.

Motion to adopt the meeting agenda made by Ms. Giacomazzo, second by Ms. Bynoe. Motion carried. (5-0)

Motion to adopt the prior meeting minutes made by Ms. Bynoe, second by Ms. Giacomazzo. Motion carried. (5-0)

Ms. Kropp shared correspondence received with the Board, copies of which are attached to the original board meeting packet. There was no public expression.

Motion to adopt the Treasurer's Report, including receipts, disbursements, warrants and cash flow made by Ms. Giacomazzo, second by Ms. Bynoe. Motion carried. (5-0).

Director Kropp shared her report with the Board, including a building project update.

**Committee Reports:**

The Budget and Finance Committee discussed a request from the school district to wire transfer the monthly tax revenue checks to the Library instead of mailing hard copies of checks. The committee requested the district put this request in writing.

Motion by Mr. St. John, second by Ms. Giacomazzo, to allow the LUFSD to wire transfer the monthly tax revenue checks to the Library account, pending a written request. Motion carried. (5-0).

Infrastructure Committee discussed building project updates and a recommendation for a cleaning company to come in after hours to clean and disinfect the building.

Motion by Ms. Novello, second by Ms. Giacomazzo, to accept Payment Schedule A as attached for building project invoices for a total cost of \$275,279.18. Motion carried. (5-0)

Motion by Ms. Novello, second by Mr. St. John, to approve the Technology Committed Funds be used for Advanced Imaging Systems for a color copy machine and coin-op for public use at a cost of \$8,121.00. Motion carried. (5-0)

Motion by Ms. Bynoe, second by Mr. St. John, to approve the cleaning quote by Cleanfully Yours at a monthly cost of \$3,897. Motion carried. (5-0)

Motion by Ms. Bynoe, second by Ms. Giacomazzo, to approve the quote for ductwork cleaning by Cunningham HVAC and Exhaust Systems at a cost not to exceed \$14,960. Motion carried. (5-0)

The Personnel Committee discussed the need for additional part-time librarians to cover the new service desk areas, as well as conference attendance for two librarians to attend the Annual NYLA Conference in November.

Motion to approve part-time teen librarian R. Lupinacci at a contractual rate of \$28.69 per hour, not to exceed 17.5 hours per week made by Mr. St. John, second by Ms. Novello. Motion carried. (5-0)

Motion to approve part-time youth services librarian trainee M. Thomson at a contractual rate of \$25.79 per hour, not to exceed 17.5 hours per week made by Ms. Novello, second by Ms. Giacomazzo. Motion carried. (5-0)

Motion to approve part-time information services librarian Sara Zarowin at a contractual rate of \$28.69 per hour, not to exceed 17.5 hours per week made by Ms. Novello, second by Ms. Bynoe. Motion carried. (5-0)

Motion made by Ms. Giacomazzo, second by Ms. Bynoe to approve the NYLA Annual Conference attendance of Lisa Kropp and Noel Reich, in Saratoga Springs NY from November 2-5, 2022. Motion carried. (5-0)

The Policy Committee met to discuss updates to the Library Cards and Materials policy, the Meeting Room policy, and the WiFi Hotspots policy.

Motion to approve changes made to the Library Cards and Materials Policy made by Ms. Novello, second by Ms. Giacomazzo. Motion carried (5-0)

Motion to approve changes made to the Meeting Rooms Policy made by Ms. Novello, second by Mr. St. John. Motion carried (5-0)

Motion to approve changes made to the WiFi Hotspots Policy made by Ms. Novello, second by Ms. Giacomazzo. Motion carried (5-0)

Under new business, the Board discussed the SCLS Resource Sharing Code proposed changes.

Motion made by Ms. Bynoe, second by Ms. Giacomazzo, to approve the changes made to the SCLS Resource Sharing Code. Motion carried. (5-0)


Motion to adjourn at 9:05 pm made by Mr. St. John, second by Ms. Bynoe. Motion carried. (5-0).

Future Board meeting date: Monday, October 17, 2022 at 7:00 pm.

Lisa Kropp

  
Recorder of Minutes

Kenneth St. John

  
Board Secretary