

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees Meeting via Webex
Saturday, October 17, 2020 at 9:30 am

A regular board meeting of the Lindenhurst Memorial Library was held on October 17, 2020. Present were Board members Lori-Ann Novello, Annette DeLuca, Gabrielle Giacomazzo and Kenny St. John. Library Director Lisa Kropp was also present, along with Network and Systems Specialist Brett Whiteford. Board President Jane Dietz was absent with notice.

Board Vice President Lori Novello called the meeting to order at 9:32 am. Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the agenda was adopted by a 4-0 vote.

The prior meeting minutes were adopted on a 4-0 vote upon a motion by Ms. Giacomazzo, seconded by Mr. St. John.

The minutes of the special October 1 meeting were adopted on a 4-0 vote upon a motion by Ms. DeLuca, seconded by Mr. St. John.

Mrs. Kropp shared correspondence with the Board. A copy is attached to the original meeting packet. She noted the donation of \$40.00 made by four patrons in thanks of the ongoing virtual programs the Library has been offering.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the Board voted 4-0 to accept the Treasurer's report.

Mrs. Kropp shared her Director's report, a copy of which is attached to the original of these minutes. She noted that Sara Fiorenzo's application for the ALA Resilient Communities grant was accepted in a second round of funding, at \$500 for program costs. She also noted that today was the first state wide version of The Great Give Back, and that the Library was partnering with Save the Great South Bay on a creek clean-up project.

Building Project Update:

The NYS Public Library Construction Grant for last year's solar panel project was officially approved at \$110,000 by the State. Our application for this year's courtyard window replacement, was conditionally approved for \$72,000 by SCLS, and has been sent to the State for official approval.

BBS engineers have been on site to scope out the locations of the fire sprinkler system, and have been working on submitting the solar panel application to NYS. Designs should be sent to SED for approval by the end of November.

Committee reports:

Budget and Finance Committee:

The committee met to begin discussing the 2021-22 budget draft, as well as opening a new savings account with Capital One Bank. This new account is both to diversify our holdings from one bank (FNBLI) to two, and because Capital One had a competitive interest rate for the online savings account. Ms. Kropp recommended to the committee that an additional \$500,000 from the unreserved fund, be moved into the Renovation/Capital Project fund to cover the courtyard window replacement project.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board voted 4-0 to move \$300,000 from unreserved fund into a new savings account with Capital One Bank.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board voted 4-0 to transfer \$500,000 from the unreserved fund into the Renovation/Capital fund.

Infrastructure Committee:

See building project for update.

Strategic Planning Committee:

No report.

Policy Committee:

Mr. St. John reported that the committee met in person to discuss revisions to the following policies:

- Confidential Library Records
- Interagency Cooperation
- Solicitation and Distribution
- NYS Records and Disposition
- Equal Employment Opportunity

Upon a motion by Mr. St. John, seconded by Ms. DeLuca, the Board voted 4-0 to adopt the policy revisions for the attached list of policies.

Personnel Committee:

The committee met to begin reviewing the employee contract which expires June 2021.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the Board voted to enter executive session at 10:09 am to discuss a personnel issue. Motion carried 4-0.

The Board returned to public session at 10:17 am.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board voted 4-0 to terminate the employment of probationary part-time employee Matthew Still.

New Business:

The Board requested a change to the November meeting date, from November 19 to Saturday, November 21 at 9:30 am.

Ms. Kropp explained that the SED requested a revision to the prior motion made in August 2019, to specify that part of the \$500,000 moved into the Renovation/Capital fund is for the solar panel construction project.

Upon a motion by Ms. DeLuca, seconded by Ms. Novello, the Board approved by a 4-0 vote the revision to the August 2019 meeting minutes to specify the \$500,000 transfer to the Renovation/Capital fund is to cover the costs of the solar panel project.

Future Board meeting dates: Saturday, November 21 at 9:30 am, and Saturday, December 19 at 9:30 am.

There being no further business of the Board, upon a motion by Ms. Giacomazzo, seconded by Mr. St. John, the meeting was adjourned at 10:58 am by a 4-0 vote.

Lisa Kropp
Recorder of Minutes

Annette DeLuca
Board Secretary