

**APPROVED MINUTES**  
**Lindenhurst Memorial Library Board of Trustees Meeting via Zoom**  
**Saturday, November 21, 2020 at 9:30 am**

A regular board meeting of the Lindenhurst Memorial Library was held on November 21, 2020. Present were Board members Jane Dietz, 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. Guests included Head of Youth Services, Andrea Malchiodi, Principal Account Clerk, Melissa Negrin, and Caitlin Sempowich, Head of Information Services and Community Engagement. Jim Weydig and Gabe Divone of BBS Architects were also present. One member of the public also called into the meeting.

Board President Jane Dietz called the meeting to order at 9:35 am. Motion to adopt the meeting agenda made by Ms. Giacomazzo, seconded by Ms. DeLuca, by a 5-0 vote.

The minutes of the prior meeting were adopted on a 5-0 vote, upon a motion by Mr. St. John, seconded by Ms. Giacomazzo.

Jim Weydig of BBS Architects, Landscape Architects and Engineers gave a building project update, and presented exterior façade options. Gabe Divone conducted a video walkthrough rendering of the imagined new adult services and lobby area, along with the new extension.

Mrs. Kropp shared correspondence with the Board. A copy is attached to the original meeting packet. She expressed appreciation for the emails and notes residents send, thanking the staff for continuing to offer virtual programs.

Upon a motion by Ms. Giacomazzo, seconded by Ms. Novello, the Board voted 5-0 to accept the Treasurer's report.

Board President Jane Dietz questioned the workmen's compensation line appearing close to spent, and Principal Account Clerk Melissa Negrin responded that the bill is paid in full, so the line is "closed" for this fiscal year and won't be overspent.

Mrs. Kropp shared her Director's report, a copy of which is attached to the original of these minutes. She noted that with COVID-19 cases beginning to rise, the public health emergency plan, required by NYS, is currently out for staff feedback. It will then go to the policy committee, for a possible adoption at the December board meeting. Overdrive usage continues to remain about 33% higher than the same time-period as last year for Lindenhurst users. She also noted that under new business, the Board would be voting on the SCLS budget and trustee election, and that former LML Trustee Diana Coyne is running for the Town of Babylon SCLS Board seat.

**Committee reports:**

**Budget and Finance Committee:**

The committee recommended a vote on the Library going "fine free" for all users, not just youth, as it was working on prior to COVID-19.

Upon a motion by Ms. DeLuca, seconded by Mr. St. John, the Board voted 5-0 to go "fine free" for all users beginning January 1, 2021 as part of the Library's commitment to sustainability.

**Infrastructure Committee:**

As shared by BBS, plans will be submitted for SED approval by November 30. This keeps us on track for a June 2021 start date of construction. The solar panel plans have also been sent to SED for approval, and might be installed prior to the start of construction.

**Strategic Planning Committee:**

No report.

**Policy Committee:**

Will meet in December prior to the next board meeting.

**Personnel Committee:**

Ms. Kropp shared that long time, and valued employee Patricia Heinsohn, who was a page in the Business Office, has resigned her position.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board voted 5-0 to accept the resignation of Ms. Heinsohn.

**New Business:**

Upon a motion by Mr. St. John, seconded by Ms. Novello, the Board voted 5-0 to vote yes for the 2021 SCLS budget, and to cast its votes for Ms. Coyne as SCLS Trustee.

Upon a motion by Ms. Novello, seconded by Mr. St. John, the Board voted 5-0 for the Library to host its annual Toys for Tots campaign from November 16 – December 14, 2020.

Upon a motion by Mr. St. John, seconded by Ms. Novello, the Board voted 5-0 for the Library to allow the Lindenhurst Interact Club to host its towel drive at the Library to benefit local homeless shelters, from Januar 4 – 29, 2021.

Ms. Kropp shared that the audit presentation from Al Coster will be presented at the December Board meeting.

With no further business to conduct, the Board voted 5-0 to adjourn the meeting at 11:40 am upon a motion by Ms. Novello, seconded by Mr. St. John.

Future Board meeting dates: Saturday, January 16, February 20, March 20, April 17 at 9:30 am and Tuesday, May 18, June 22 at 6:30 pm.

Lisa Kropp

Annette DeLuca

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Recorder of Minutes

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Board Secretary