

**Approved Board of Trustees Meeting Minutes: Lindenhurst Memorial Library: May 30, 2020
Via Webex online conference platform**

In attendance: Jane Dietz, Lori-Ann Novello, Gabrielle Giacomazzo, Annette DeLuca, Kenneth St. John, Library Director Lisa Kropp, Network and Systems Specialist Brett Whiteford, Business Office Principal Clerk Melissa Negrin and Library Counsel Kevin Seaman. There was one member of the public on the call.

Board President Jane Dietz called the meeting to order at 9:30 am.

Motion made by Ms. Giacomazzo to adopt the meeting agenda, second by Mr. St. John, passed 5-0.

Motion made by Mr. St. John to approve the prior meeting minutes, second by Ms. DeLuca, passed 5-0.

Motion made by Ms. DeLuca to approve the Treasurer's Report, including all receipts, disbursements and warrants, second by Ms. Novello, passed 5-0.

Ms. Kropp presented her Director Report, a copy of which is attached to the original meeting packet. Of particular interest were the continued rise in virtual statistics and new digital users. An increase of 620% was seen in the month of April for Brainfuse. Librarians are creating virtual content and programs. A June 4 page newsletter was mailed out to all residents with programs and database information to access digital services.

Committee Reports:

Budget and Finance: committee will meet prior to July 1, 2020.

Infrastructure: see building project update for report.

Personnel: Motion made by Mr. St. John, second by Ms. DeLuca, to enter into executive session at 10:45 am to discuss the retirement incentive offer to eligible staff, passed 5-0.

Motion made by Ms. DeLuca, second by Ms. Giacomazzo, to exit executive session at 11:20 am, passed 5-0.

Motion made by Ms. DeLuca, second by Mr. St. John, to extend the terms of the retirement incentive for eligible staff through Friday, June 5, 2020, passed 5-0.

Policy: The committee presented the packet of revised policies along with the new Risk Management policy for Board approval. A list of revised policies is attached to the original Board packet.

Motion made by Ms. Novello, seconded by Ms. DeLuca, to approve the packet of revised policies and the new Risk Management policy, passed 5-0.

Motion made by Ms. DeLuca, second by Ms. Novello to adopt the Lindenhurst Memorial Library's safety plan in regard to staff health assessment and a phased reopening, passed 5-0.

Strategic Planning: No report at this time

Building Project Update: Initial environmental scans and tests conducted with building closed to staff, which was useful. Waiting on core roof samples. BBS will schedule a virtual meeting with circulation and youth services staff to wrap up the design phase and start working on final plan for SED approval. BBS met virtually with the Infrastructure committee members and administration to share the initial design and 3D models of the project as it continues to move forward.

New Business:

Because of the NY FORWARD order for vending machines to remain off, and upcoming construction slated to begin by end of the year, to contact the company that supplies the machines to have them removed.

There being no further business, the Board meeting adjourned at 11:22 am upon a motion by Ms. Giacomazzo, second by Ms. Novello, with a 5-0 vote.

Upcoming Board meetings: June 20, at 9:30 am

Lisa Kropp, Recorder of Minutes

Antoinette DeLuca, Secretary