

**MATTITUCK-LAUREL LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING
AGENDA**

MEETING DATE: Monday April 11, 2022

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of March 14, 2022 Regular Board Meeting**
- III. Review and Approval of the Minutes of the March 22, 2022 Special Board Meeting**
- IV. Approval of Treasurer's Report**
- V. Period of Public Expression**
- VI. Director's Report**
- VII. President's Remarks**
- VIII. Committee Reports**
 - A. Building and Grounds
- IX. Old Business**
 - A. Osprey security estimate/proposal
 - B. Promote Sara Colichio to Head of Adult and Information Services
- X. New Business**
 - A. Estimate for elevator lobby door for ADA Handicap automatic swing door operator
 - B. Sand Pebble building study
 - C. Set Budget Information Meeting, September 12, 2022 and set budget vote date, September 20, 2022
- XI. Adjournment**

Next Meeting – May 9, 2022

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

April 11, 2022

Present: Derek McLean, President; Nick Timpone, Vice President; Katie O'Rourke, Secretary; Colleen Grattan-Arnoff, Trustee; Mary Sanchez, Trustee; Peter Kren, Trustee; Shauna Scholl, Interim Director

Absent: Karenann Volinski, Treasurer

Derek called the meeting to order at 5:59PM.

I. Approval of the Agenda Motion to approve made by Peter; seconded by Mary and approved.

II. Review and Approval of the Minutes of March 14, 2022 Regular Board Meeting Motion to approve made by Nick; seconded by Colleen and approved.

III. Review and Approval of the Minutes of March 14, 2022 Special Board Meeting Motion to approve made by Peter; seconded by Nick and approved.

IV. Approval of Treasurer's Report Derek presented the warrants for the month of March, 2022. They are as follows:

OPERATING ACCOUNT	\$145,475.43
CULTURAL ACTIVITIES FUND	2,325.00
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	2,894.95

No donations in excess of \$1,000.00 were received in March, 2022.

Motion to approve made by Katie; seconded by Peter and approved.

V. Period of Public Expression Guest, Katie, the library's backyard neighbor, spoke on subject of resolution.

Nick made a motion to add two more cypress trees to the property line; Colleen seconded and approved.

VI. Director's Report Shauna prepared a written report. Shauna spoke to Bill from Wm. J. Mills & Co. about a shade sail for the green space. Two convertible benches and two 3-piece bistro sets have been delivered for the space. Shauna shared that she is working with SCLS and hopes to introduce an on-site social worker to expand the library's outreach into our community.

VII. President's Remarks Derek stated that Jon Fabb from TFLC informed Shauna that his lawnmower will not fit through the gate into the green space. The library will buy their own mower. Derek reported that the Building & Grounds committee met. Items discussed included furnishings for the green space, security, installing keyless door locks in the building, and, after walking the property additional rotting

was discovered that will need to be addressed. A date was set for the Personal & Policy committee to meet to begin the process of director search.

VIII. Committee Reports

- A. Building and Grounds** The committee met on March 30, 2022. See President's Remarks.

IX. Old Business

- A. Osprey security estimate/proposal** The board reviewed and approved a proposal from Osprey Security Systems, Inc. The new NVR will be 24TB and can store footage for 30 days and will cover the dead-zones around the outside of the building. Derek will reach out to Osprey to inquire about a phone app for this system. Motion to approve made by Nick; seconded by Peter and approved.
- B. Promote Sara Colichio to Head of Adult and Information Services** Motion to approve made by Colleen; seconded by Nick and approved.

X. New Business

- A. Estimate for elevator lobby door for ADA Handicap automatic swing door operator**
Discussion ensued and an estimate from NABCO was reviewed. Item tabled, Shauna will reach out to the architect to inquire about whether a door is needed in that space.
- B. Sand Pebble building study** Discussion ensued concerning hiring this project management firm to create a guide for the library to keep the building running soundly. Motion to approve made by Peter; seconded by Mary and approved.
- C. Set Budget Information Meeting, September 12, 2022 and set budget vote date, September 20, 2022** Motion to approve made by Peter; seconded by Nick and approved.

XI. Adjournment The meeting was adjourned at 7:25PM. Motion by Nick; seconded by Colleen and adjourned.

The next regularly scheduled meeting will be held on Monday, May 9, 2022.

Respectfully submitted,

Katie O'Rourke