

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

MEETING DATE: Monday May 9, 2022

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of April 11, 2022 Regular Board Meeting**
- III. Approval of Treasurer's Report**
- IV. Period of Public Expression**
- V. Director's Report**
- VI. President's Remarks**
- VII. Committee Reports**
 - A. Personnel and Policy
- VIII. Old Business**
 - A. Estimate for elevator lobby door for ADA Handicap automatic swing door operator
- IX. New Business**
 - A. Approval of 2023 draft budget
 - B. Approve board meeting dates for 2023
 - C. Approve tuition reimbursement for S. Scholl
 - D. Appointment of F/T Teen Librarian
 - E. Estimate for air handler cleaning
 - F. Estimate for shade sail in greenspace
 - G. Proposal to amend the bylaws
- X. Executive Session – Personnel / Matters related to the employment or appointment of persons known to the Board of Trustees**
- XI. Adjournment**

Next Meeting – June 13, 2022

MATTITUCK-LAUREL LIBRARY
MINUTES OF THE REGULAR MONTHLY MEETING
May 9, 2022

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

Absent: Karenann Volinski, Treasurer; Peter Kren, Trustee

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

I. Approval of the Agenda Motion to approve made by Katie; seconded by Colleen and approved.

II. Review and Approval of the Minutes of April 11, 2022 Regular Board Meeting Motion to approve made by Colleen; seconded by Mary and approved.

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

OPERATING ACCOUNT	\$177,986.50
CULTURAL ACTIVITIES FUND	875.00
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	7,965.00

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

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

IV. Period of Public Expression Guest, Maria Santigate, spoke in praise of our interim director, Shauna Scholl.

V. Director's Report Shauna prepared a written report. The parking lot project is finishing, final payments/reimbursements will be settled shortly. Once the project is closed, Shauna will close out the grant and we will receive the remaining 10% of grant money. TFLC returned to plant two cypress trees on the property line. Their mower does fit through the gate to the green space so they will continue maintaining the grass there. Shauna shared the proof of the May/June newsletter, it was delayed but will get to the post office soon. Monday, May 9th was the first day for our new teen librarian, all went well. Our 3D printer has been busy lately printing oyster tags for our patrons.

VI. President's Remarks Derek stated that he would like to explore adding solar panels to cut down on monthly electricity bills.

VII. Committee Reports

- A. Personnel and Policy** The committee met on Tuesday, April 19, 2022. The committee plans to amend the bylaws, Derek has been in contact with the attorney, Frank Isler. The committee also set forth the parameters for the new director search.

VIII. Old Business

- A. Estimate for elevator lobby door for ADA Handicap automatic swing door operator** Shauna discovered that the door must be there. NABCO estimate was accepted. Motion to approve made by Colleen; seconded by Mary and approved.

IX. New Business

- A. Approval of 2023 draft budget** Motion to approve made by Katie; seconded by Colleen and approved.
- B. Approve board meeting dates for 2023** Motion to approve made by Mary; seconded by Nick and approved.
- C. Approve tuition reimbursement for S. Scholl** Motion to approve made by Katie; seconded by Mary and approved.
- D. Appointment of F/T Teen Librarian** Motion to approve made by Nick; seconded by Colleen and approved.
- E. Estimate for air handler cleaning** Better Air Quality estimate was accepted. Motion to approve made by Katie; seconded by Mary and approved.
- F. Estimate for shade sail in green space** Item tabled.
- G. Proposal to amend the bylaws** Trustees agreed to amend the bylaws. Motion to approve made by Colleen; seconded by Nick and approved.

X. Executive Session – Personnel/Matters related to the employment or appointment of persons known to the Board of Trustees The board moved into executive session with Shauna at 6:41PM. Shauna left the session at 6:56PM. The regular meeting resumed at 7:22PM.

XI. Adjournment The meeting was adjourned at 7:23PM. Motion by Nick; seconded by Colleen and adjourned.

The next regularly scheduled meeting will be held on Monday, June 13, 2022.

Respectfully submitted,

Katie O'Rourke