

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

**MEETING DATE: Monday May 10, 2021**

**MEETING TIME: 6:00 PM**

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of April 12, 2021 Regular Board Meeting**
- III. Approval of Treasurer's Report**
- IV. Friends of the Library Report**
- V. Period of Public Expression**
- VI. Director's Report**
- VII. President's Remarks**
- VIII. Committee Reports**
  - A. Policy
- IX. Old Business**
  - A. Parking Lot/Greenspace
- X. New Business**
  - A. Approval of New/Revised Library Policies
  - B. Hours of Operation
  - C. Room availability for Bridge & Mah Jongg
- XI. Adjournment**

**Next Meeting – June 14, 2021**

MATTITCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

MAY 10, 2021

**Present:** Jim Underwood, President; Nick Timpone, Vice President; Katie O'Rourke, Secretary; Peter Kren, Treasurer; Colleen Grattan-Arnoff, Trustee; Derek McLean, Trustee; Jean Mahoney, Trustee; Jeffrey Walden, Director

**Absent:** None

Jim called the meeting to order at 6:00 p.m.

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

**II. Review and Approval of the Minutes of the April 12, 2021 Regular Monthly Meeting** Jean made the motion to approve with change to correct a typo in the word "secretary." Seconded by Derek and approved.

**III. Approval of the Treasurer's Report** Peter presented the warrants for the month of April, 2021:

OPERATING ACCOUNT	\$97,420.89
CULTURAL ACTIVITES FUND	514.00
MONEY MARKET ACCOUNT	5,000.00
BUILDING FUIND SAVINGS	.00
BUILDING FUND CHECKING	17,387.65

No donations in excess of \$1,000.00 received in April, 2021.

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

**IV. Friends of the Library Report** Jeff reported that the Friends met on April 27, 2012. They are in favor of making a substantial donation towards the new greenspace. He showed them pictures of possible items such as a portable stage and solar charging tables. The Friends will also fund scholarship(s) for Mattituck High School seniors and make a donation to the library for Children's summer programs. Plans have yet to be finalized.

**V. Period of Public Expression** None

**VII. Director's Report** Jeff added the following information t his written report. Amy Roschelle visited the library last week (Ira A. Roschelle MD Foundation has made donations to the library in past years)

He elaborated on the First Amendment Audits done by a civic activist group at the Rogers Memorial Library in Southampton and the Patchogue library. Staff has been instructed to respond in a non-confrontational way to these groups should they appear at the Mattituck-Laurel library to film. An outdoor bbq program has been scheduled for July 27, 2021 and an outdoor concert for August 15, 2021. The volunteer health insurance counselor has resumed sessions at the library. ILL service has returned to 5 days a week.

#### **VII. Presiden't Remarks** None

#### **VIII. Committee Reports**

**A. Policy Committee** The committee met two weeks ago. Package of draft policies attached here. Motion to approve the package made by Nick; seconded by Katie and approved

The committee also discussed hours of operation for the new greenspace. Tentatively they agreed to install video camera and signage noting that the area would only be open during library hours of operation but staff would not be charged with clearing the area and the gate would not be locked.

The committee recommended that in accordance with NYS guidance provided by SCLS, bridge and mahjong groups will be allowed to meet and Friday movie screenings could resume. Group maximum is 20 people; masks must be worn and social distancing practiced. The guidance allows for 75% capacity, maximum 100 people indoors and 200 people outdoors retroactive to April 27, 2021. Motion to approve made by Nick; seconded by Jean and approved.

#### **IX. Old Business**

**A. Parking Lot/Greenspace** Jeff signed and picked up the plans from Southold Town today. A meeting is scheduled for this Wednesday, May 12, 2021 with Chris Sepp, Jeff Owen, Jim and Jeff to complete the signed contract and review the construction schedule. Jeff showed board members photos of some outdoor furniture. Discussion ensued concerning expenditures, and the timeline for furnishing the outdoor space. The building and grounds committee will meet to review the plans before any purchases are made.

#### **X. New Business**

**A. Approval of New/Revised Library Policies** - See Committee Reports

**B. Hours of Operation** - Members agreed that hours of operation will remain the same until the parking lot project is complete.

**C. Room Availability for Bridge and Mahjong** See Committee Reports.

At the close of the meeting, Colleen commented favorably on the new Library of Things.

**XI. Adjournment** The meeting was adjourned at 6:46 p.m. Motion to adjourn made by Jean; seconded by Colleen and adjourned.

The next regular monthly meeting will be held on Monday, June 14, 2021.

Respectfully submitted,

Katie O'Rourke

Secretary