

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

MEETING DATE: Monday June 11, 2018

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of May 14, 2018 Regular Monthly Meeting**
- III 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. Budget Committee
- IX. Old Business**
 - A. Claire Lincoln Toddler Area
 - B. Parking Lot Expansion
 - C. Brick Walkway
- IX. New Business**
 - A. Acceptance of Annual Audit
 - B. 2019 Proposed Budget
 - C. Staff appointments
 - D. Tax Cap Resolution
 - E. Set Regular Monthly Meeting Date – July 9, 2018
- XI. Adjournment**

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

JUNE 11, 2018

Present: Scott Verity, President; Jim Underwood, Vice President; Colleen Grattan-Arnoff, Secretary; Bob Johnson, Treasurer; Fred Cohen, Trustee; Peter Kren, Trustee; Nick Timpone, Trustee; Jeffrey Walden, Director

Absent: None

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

I. Approval of the Agenda Motion by Jim; seconded by Bob and approved.

II. Review and Approval of the Minutes of the May 14, 2018 Regular Monthly Meeting Motion to approve by Colleen; seconded by Bob and approved.

III. Treasurer's Report Bob presented the warrants for the month of May, 2018:

OPERATING ACCOUNT	\$110,518.46
CULTURAL ACTIVITIES FUND	3,118.00
MONEY MARKET ACCOUNT	1,585.63
BUILDING FUND CHECKING	1,933.33
BUILDING FUND SAVINGS	.00

DONATIONS OF \$1,000 OR MORE - attached here.

Motion to approve the Treasurer's Report made by Colleen; seconded by Jim and passed.

IV. Friends of the Library Report Jeff noted that the Friends met last month for the first time in 2018. They are in the process of doing their annual membership mailing. They donated \$8,500 for the children's summer programs and \$2,000 for concerts. They agreed to donate \$1,000 for the fish tank.

V. Period of Public Expression None

VI. Director's Report Jeff added the following information to his written report. Work on the bricks at the front entrance was delayed due to a problem ordering materials. Work should be completed by the end of June. Jeff will attend a meeting of Suffolk County library directors this Friday. Jeff is considering adding the Long House Reserve in East Hampton to the list of museum passes offered by the library. The library is slated to receive \$5,000 in NYS "Bullet Aid" later this summer. Scott has been appointed to the SCLS board.

VII. President's Remarks None

VIII. Committee Reports

A. Budget Committee 2019 proposed budget attached here. Motion to approve by Colleen; seconded by Fred and approved. Discussion ensued about replacing the carpet tiles in the meeting room before the summer. Jeff will obtain a second quote for the job.

IX. Old Business

A. Claire Lincoln Toddler Area Final proposal from Prop & Paint Creative Studio LLC received and accepted. Deposit sent. Installation is slated for the middle of July. Jeff will contact the parties involved about a possible dedication/reception.

B. Parking Lot Expansion Jeff has completed the application for the variance and is waiting for the drawings from the surveyor to submit.

C. Brick Walkway See Director's Report.

X. New Business

A. Acceptance of the Annual Audit Motion to accept by Fred; seconded by Peter and passed.

B. 2019 Proposed Budget See Committee Reports.

C. Staff Appointments Jeff asked the board to approve the following staff appointments:

Sara Colichio, F/T Teen Librarian; Lauren Brigham, P/T Circ. Desk, Robert Fox, P/T Local History Project. Motion to approve by Bob; seconded by Colleen and passed.

D. Tax Cap Resolution Attached here. Motion to approve by Bob; seconded by Peter and passed unanimously.

E. Set Regular Monthly Meeting Date - July 9, 2018 The next regularly scheduled monthly meeting will be held on Monday, July 9, 2018.

XI. Adjournment Motion by Jim; seconded by Colleen and adjourned at 6:35 p.m.

Note: Discussion ensued concerning scheduling a meeting of the Policy/Personnel Committee.

Respectfully submitted,

Colleen Grattan-Arnoff, Secretary