

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

MEETING DATE: Monday June 13, 2022

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of May 9, 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**
- VIII. Old Business**
 - A. Amend the bylaws
- IX. New Business**
 - A. Estimate for engineering of fire suppression system
 - B. Updated proposal for fascia work
 - C. Appointment of F/T Library Director
 - D. Approve and accept Director's contract
- X. Adjournment**

Next Meeting – July 11, 2022

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

June 13, 2022

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

Absent: None

Derek called the meeting to order at 6:00PM.

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

II. Review and Approval of the Minutes of May 9, 2022 Regular Board Meeting Motion to approve made by Nick; seconded by Peter and approved.

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

OPERATING ACCOUNT	\$110,186.01
CULTURAL ACTIVITIES FUND	525.00
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	17,893.91

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

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

IV. Period of Public Expression Attendees: Pat Arslanian, Paul Leary, JoAnne Hruz, Toni Bryan & Jim Underwood. Toni noted personnel changes, Shauna confirmed that there are some new faces at the library.

V. Director's Report Shauna prepared a written report. Due to the recent tragedy in Texas, an active shooter workshop for the community has been planned for Monday, August 1st. Then on Wednesday, August 17th, the library will open at 10AM so that the full staff may attend this workshop. Shauna is keeping an eye on the building's water pressure; it may be necessary to install a booster pump, she will get an estimate. The "No Stopping Any Time" sign *should* have been standing in front of the library and will be replaced as soon as the NYSDOT Maintenance Group's schedule permits. A free performance offered on June 12th was attended by 30 people! Shauna has asked the board to review the wording on a sign which will be posted on the gate to the new green space.

VI. President's Remarks Derek reported that he walked the roof with HomeWork Inc. and saw that additional fascia work is needed. He is recommending that we get the report from Sandpebble Project Managers so that the building can run reliably allowing us to make library programming the priority. We are waiting for this updated report.

VII. Committee Reports None

VIII. Old Business

- A. **Amend the bylaws** The year hiatus is removed. After serving two consecutive three-year terms a trustee can run without taking a hiatus. A trustee will still run after each three-year term. Peter made a motion to amend the bylaws; Karenann seconded and approved.

IX. New Business

- A. **Estimate for engineering of fire suppression system** The data plate for the fire hydraulic suppression system is missing. An engineer will need to come to recreate the plate, this is very costly, but we must comply for insurance reasons. Shauna will reach out to the Fire Marshal to see if he can fill in the details needed for the plate. Nick made the motion to accept the \$2,500.00 proposal from Stat Fire Sprinkler, Inc.; seconded by Karenann and approved for the installation of Hydrolic Sign, if necessary.
- B. **Updated proposal for fascia work** Nick made a motion to approve the additional cost of \$6,480.00 to HomeWork Inc.; Katie seconded and approved. This work will help substantially reduce water and moisture infiltration and be a preventative measure against weather to protect the library building.
- C. **Appointment of F/T Library Director** Peter made the motion to approve and accept Shauna Scholl as F/T Director; seconded by Colleen and approved.
- D. **Approve and accept Director's contract** Peter made the motion to approve and accept Shauna Scholl's Director's contract; seconded by Mary and approved.

X. Adjournment The meeting was adjourned at 6:38PM. Motion by Nick; seconded by Colleen and adjourned.

The next regularly scheduled meeting will be held on Monday, July 11, 2022.

Respectfully submitted,

Katie O'Rourke