

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

MEETING DATE: June 17, 2019

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of May 13, 2019 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. Building and Grounds
 - B. Budget
- IX. Old Business**
 - A. Parking Lot and Driveway Project
 - B. No Stopping Anytime sign
- X. New Business**
 - A. Approve Proposed 2020 Budget
 - B. Regular Monthly Meeting Date – July 8, 2019
- XI. Adjournment**

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

JUNE 17, 2019

Present: Jim Underwood, President; Nick Timpone, Vice President; Fred Cohen, Treasurer; Katie O'Rourke, Trustee; Jeffrey Walden, Director

Absent: Peter Kren, Trustee; Jean Mahoney, Trustee; Colleen Grattan-Arnoff, Secretary

Jim called the meeting to order at 6:02 p.m.

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

II. Review and Approval of the Minutes of the June 11, 2019 Regular Monthly Meeting Motion to approve by Fred; seconded by Nick and approved.

III. Treasurer's Report Fred presented the warrants for May, 2019:

OPERATING ACCOUNT	\$115,165.26
CULTURAL ACTIVITIES FUND	3,662.91
MONEY MARKET ACCOUNT	.00
BUILDING FUND CHECKING	2,212.43
BUILDING FUND SAVINGS	.00

DONATIONS RECEIVED IN EXCESS OF \$1,000 - None

Katie made the motion to approve the Treasurer's Report; seconded by Nick and approved.

IV. Friends of the Library Report Jeff noted that the Friends recently sent out their annual membership mailing. They donated \$8,500 towards the Children's Room programming for the summer. They have their monthly meeting tomorrow and a bus trip to Belmont race track on Thursday.

V. Period of Public Expression None

VI. Director's Report Jeff added the following information to his written report. A staff luncheon was held last week to celebrate Karen Letteriello completing her library degree. Jeff and Lynn will be out on vacation the end of June through the beginning of July. Jeff attended a semi-annual director's meeting last week and shared some information with the board. SCLS Live-brary.com will sponsor a "Lucky Day" collection where selected popular titles will be available on line without holds. Blackstone Audio will be holding new titles for 90 days before they are available through Overdrive. The on-line sign up program for library cards continues. There has been an 18% increase in Overdrive downloads so far this year.

VII. President's Report None

VIII. Committee Reports

A. Building and Grounds The committee met to review the latest set of parking lot plans done by the engineering firm of Barrett Bonacci & Van Weele (attached here). Discussion ensued concerning widening the entry way, widening the lanes between parking spaces, the size and concept of the green space, deadline for permits in place for the NYS grant application. Fred made the motion to approve the architect's moving forward with a master plan as proposed (to include lighting and landscaping) and for ideas how to design and utilize the green space. Seconded by Katie and passed.

B. Budget The committee met to review the 2020 draft budget (attached here). Discussion ensued concerning the various income and expense categories. Motion to approve by Fred; seconded by Katie and approved. The resolution to over-ride the tax cap was signed if needed. Final figures won't be available until July and the budget has to be submitted to the school board by June.

IX. Old Business

A. Parking Lot and Driveway Project See above.

B. No Stopping Anytime Sign Councilman Bill Ruland advised Jim that our request for review of the denial has been sent the Southold Town Transportation Dept. Members approved Jeff's suggestion of having a petition available for patrons to sign in favor of the signage change. Jeff will find out if he can attend a Transportation Committee work session or meeting.

X. New Business

A. Approve Proposed 2020 Budget See above. Budget approved.

B. Regular Monthly Meeting Date - July 8, 2019 The next regularly scheduled monthly meeting will be held on Monday, July 8, 2019.

XI. Adjournment The meeting was adjourned at 7:18 p.m. Motion by Fred; seconded by Katie and passed.

Respectfully submitted,

Jim Underwood

President