

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

AUGUST 10, 2020

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

**Absent:** None

Jim called the meeting to order at 6:03 p.m.

**I. Approval of the Agenda** Jim noted that the date of the next meeting should be corrected to read September 14, 2020. Motion to approve the amended agenda made by Katie; seconded by Jean and approved.

**II. Review and Approval of the Minutes of the July 13, 2020 Regular Board Meeting** Motion to approve made by Peter; seconded by Derek and approved.

**III. Approval of the Treasurer's Report** Fred presented the warrants for the month of July, 2020:

OPERATING ACCOUNT	\$100,406.73
CULTURAL ACTIVITIES FUND	304.52
MONEY MARKET ACCOUNT	137.28
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	.00

Donations received in the amount of \$1,000 or more: North Fork Reform Synagogue (Linda Rie Cohen Fund) for the arts and cultural events. Motion to approve made by Jean; seconded by Katie and approved.

**IV. Period of Public Expression** None

**V. Director's Report** Jeff added the following information to his written report. Jeff worked at the circulation desk this past Saturday and was surprised to hear from several patrons that they did not know the library had re-opened. He also said he was glad the library was able to offer internet and electronic device charging services for people who lost their electricity in last week's storm. Discussion ensued concerning installing a generator at the library and solar panels. Members also discussed renewing museum passes to support the museums even when they are not open to the public. Jean noted that she would like to hear reports from the various department heads.

**VI. President's Remarks** None

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

**MEETING DATE: Monday August 10, 2020**

**MEETING TIME: 6:00 PM**

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of July 13, 2020 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. Parking Lot
  - B. Trustee Election
  - C. Hours of Operation
  - D. Meeting Room Usage
- IX. New Business**
  - A. Set Monthly Meeting Date – Monday September 14, 2020
- X. Adjournment**

**VII. Committee Reports** None

**VIII. Old Business**

**A. Parking Lot** No progress to report. Jeff has not received a reply to his e-mail from the Southold Town Planning Board.

**B. Trustee Election** Discussion ensued concerning how to handle the election this year since we are not doing a budget vote and petitions are not allowed. Members agreed to advertise the election on the website, in the weekly e-newsletter and with signage around the building for the period 08/14/20-09/11/20. Elections will be held on 09/22/20 at the library. Candidates are asked to provide a brief bio to the director.

**C. Hours of Operation** Discussion ensued concerning the limited hours of operation. Members agreed to the current schedule of 9:00 a.m. -5:00 p.m. weekdays, 10:00 a.m. -4:00p.m. on Saturdays and closed on Sundays. Schedule can be re-evaluated as needed.

**D. Meeting Room Usage** Discussion ensued concerning the number of people allowed in the meeting room. At Jim's recommendation, members agreed to keep the limit of 12 people in the meeting room at a time (including library programs). No physical activities will be permitted. Limits can be re-evaluated as needed.

**IX. New Business**

**A. Set Monthly Meeting Date** The next regular monthly meeting is scheduled for Monday, September 14, 2020.

**X. Adjournment** The meeting was adjourned at 6:58 p.m. Motion by Derek; seconded by Jean and adjourned.

Respectfully submitted

Katie O'Rourke, Secretary