

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

MEETING DATE: Monday October 17, 2022

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of September 12, 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**
 - A. Personnel / Policy
- VIII. Old Business**
- IX. New Business**
 - A. Approval of the proposed changes to the SCLS Resource Sharing Code
 - B. Review donation from Kait's Angels
- X. Adjournment**

Next Meeting – November 14, 2022

**MATTITUCK-LAUREL LIBRARY
APPROVED MINUTES OF THE REGULAR MONTHLY MEETING**

October 17, 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, Director

Absent: none

Derek called the meeting to order at 6:02PM.

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

II. Review and Approval of the Minutes of September 12, 2022 Regular Board Meeting Motion to approve made by Karenann; seconded by Colleen and approved.

III. Approval of Treasurer's Report Karenann presented the warrants for the month of September 2022. They are as follows:

OPERATING ACCOUNT	\$113,055.39
CULTURAL ACTIVITIES FUND	1,259.99
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	2,463.43

No donations more than \$1,000.00 were received in September, 2022.

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

IV. Period of Public Expression Attendees: Melissa Vermey

V. Director's Report Shauna prepared a written report. Shauna was pleased to announce that the budget passed. Voter turnout was on par with some larger libraries up west. Lots of children, dressed in costumes, attended The Pumpkin Carving Display on Friday, October 14th held in the green space. There was plenty of positive feedback from the community. Shauna recognized the staff from the youth and parenting department for stepping up while Karen is away on jury duty. Seline, the new social worker, is available on Thursdays from 10AM to 5PM through May 2023. The library will close briefly on Monday, December 19th from 1PM to 3PM for a staff holiday party. Mary made a motion to accept the Director's Report; seconded by Katie and approved.

VI. President's Remarks Derek collected all Director Evaluations, compiled the scores, and met with Shauna. She received a fantastic review. Shauna is approaching her year anniversary at the Mattituck Laurel Library - first as acting director then director. She has been updating the employee handbook and is doing a fantastic job.

VII. Committee Reports

A. Personnel / Policy Rewriting employee handbook continues. Kevin Verbese, the Director of SCLS, is providing input. The committee will look at the operation policy next.

VIII. Old Business The engineers survey from Sand Pebble has not yet been received. The firm has come to the library twice. They are creating a thorough five-year guide to keep the building running smoothly.

IX. New Business

A. Approval of the proposed changes to the SCLS Resource Sharing Code Motion to approve made by Colleen; seconded by Peter and approved.

B. Review donation from Kait's Angels Motion to approve made by Karenann; seconded by Colleen and approved.

X. Executive Session The Board moved into Executive Session at 6:24PM. Motion made by Peter; seconded by Mary and approved. The regular meeting resumed at 6:34PM, motion made by Karenann; seconded by Colleen and approved.

XI. Adjournment The meeting was adjourned at 6:35PM. Motion by Mary; seconded by Colleen and adjourned.

The next regularly scheduled meeting will be held on Monday, November 14, 2022.

Respectfully submitted,

Katie O'Rourke