

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

MEETING DATE: Monday December 10, 2018

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of November 19, 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. Building and Grounds
- IX. Old Business**
 - A. Parking Lot
 - B. Flooring on Lower Level
 - C. Director's Evaluation
 - D. Director's Contract
- X. New Business**
 - A. 2019 SCLS Budget
 - B. Dates for 2019 Board Meetings
 - C. Regular Monthly Meeting Date – January 14, 2018
- XI. Adjournment**

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

DECEMBER 10, 2018

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

Absent: Colleen Grattan-Arnoff, Secretary

Jim called the meeting to order at 6:07 p.m.

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

II. Review and Approval of the Minutes of November 19, 2018 Regular Monthly Meeting Motion to approve by Peter; seconded by Fred and approved.

III. Treasurer's Report Fred presented the warrants for November, 2018:

OPERATING ACCOUNT	\$87,087.52
CULTURAL ACTIVITIES FUND	1,723.00
MONEY MARKET ACCOUNT	.00
BUILDING FUND CHECKING ACCOUNT	210.10
BUILDING FUND SAVINGS ACCOUNT	.00
DONATIONS OF \$1,000 OR MORE RECEIVED IN NOVEMBER:	.00

Peter made the motion to approve the Treasurer's Report; seconded by Jean and approved.

IV. Friends of the Library Report Jeff noted that the Friends' trip to the Newport Mansions was successful and their annual Holiday party and raffle will be held next Tuesday. Board members are invited. Raffle proceeds will go towards scholarships.

V. Period of Public Expression None

VI. Director's Report Jeff added the following information to his written report. New flooring for the lower level will be delivered tomorrow and installed next week. Roofing work to repair leaks on the flat roof over the staff room will be done when the weather permits.

The board moved into Executive Session at 6:16 p.m. to discuss the Director's Evaluation and the Director's Contract. The regular meeting reconvened at 6:55 p.m.

VII. President's Remarks Jim congratulated Jeff on his contract and thanked Jeff for the great job he is doing.

VIII. Committee Reports

A. Building and Grounds The Committee met two times to discuss the flooring replacement and parking lot project.

IX. Old Business

A. Parking Lot Discussion ensued about the need for a public meeting and vote concerning additional borrowing once the current debt is paid off. Jeff has been in contact with the library's attorney and legal opinion is pending. Discussion ensued concerning combining some interior building renovations with the parking lot project with no increase to the Operating Budget. Members voted to accept a feasibility study from Beatty, Harvey & Coco at an approximate cost of \$17,000-\$20,000. Motion by Fred; seconded by Katie and approved.

B. Flooring on Lower Level See Director's Report

C. Director's Evaluation Discussed in Executive Session

D. Director's Contract Discussed in Executive Session

Discussion ensued concerning internet security at the library in light of the recent hack at the South Huntington Public Library.

X. New Business

A. 2019 SCLS Budget Members were provided with a copy of the budget at the October meeting. Jeff recommended the board approve the budget. Motion to approve by Peter; seconded by Nick and approved.

B. Dates for 2019 Meetings Jeff noted that all meetings will be held on the second Monday of each month with the exceptions of October and November due to conflicts with Federal Holidays. Jeff will email the meeting schedule to members.

C. Regular Monthly Meeting Date - January 14, 2019. The next regular monthly meeting will be held on Monday, January 14, 2019.

Jeff provided members with a copy of Jerry Matovic's commentary on a newspaper article about the relativity of libraries today.

XI. Adjournment The meeting was adjourned at 7:16 p.m. Motion by Nick; seconded by Jean and passed.

Respectfully submitted,

Jim Underwood, President