Minutes of the
Board of Trustees' Meeting
December 9, 2021
6:30 p.m.

The meeting was called to order by N. Berlin at 6:46 p.m. Also present were Lois Overton, Bill Wexler, Madeline Hanewinckel, and Mary Schubart, Director and Secretary to the Board.

Approval of Minutes

On a motion by W. Wexler, seconded by L. Overton, the Board approved the previous month's minutes. Passed unanimously.

Approval of Bills and Payroll

On a motion by M. Hanewinckel, seconded by L. Overton, the Board approved the previous month's bills and payroll reports. Passed unanimously.

November 2021	Warrant – General	$75,828.34
November 2021	Debt Service	None
November 2021	Capital Fund	None
November 2021	Payroll	$142,794.81

Period for Public Expression

None

Correspondence:

1. A Growing Gifts contribution was received from Continued Learning.
2. Report from M. Irish – Adult/Teen Department
3. Monthly Report from A. LoDolce – Children's Services
4. Monthly report from K. Lane – Circulation Department
5. Monthly report from A. Michalik – Maintenance Department

Personnel Report:

None. The Board discussed the rounds and deep dives the Assistant Director, Matthew Wuthenow is undertaking among departments with the goals of improving customer service, patron service delivery, and efficiencies.

Financial Report:

Accepted. On a motion by M. Hanwinckel, seconded by L. Overton, the Board approved the Inventory Dispensation Report for November, 2021. Passed unanimously.

Statistical Report:

See statistics attached to Board reports from Adult, Teen and Children's Departments.

Security Report:

None

Old Business:

On a motion by W. Wexler, seconded by M. Hanewinckel, the Board re-confirmed its decision to forgo adoption of Section 41(j). Passed unanimously.

New Business:

The Board discussed the steps being taken to manage a resignation of one full-time librarian and the shuffling of other full-time staff due to promotions in recent weeks.

On a motion by W. Wexler, seconded by M. Hanewinckel, the Board approved the posting of numerous Library policies, along with minutes and agendas to the Library website. Passed unanimously.

The Director informed the Board that upon recommendation of our engineer tasked with the recent parking lot refurbishment, APEX Energy Solutions was engaged as a consultant to perform an analysis of the Library's aging HVAC and roofing systems.

The Board asked the Director to bring preliminary 2022-23 budget numbers to the January Board meeting for review.

Other

The Director apprised the Board that a plaque was being secured to recognize the creation of the terrace to the Library property through Going Sign and Servicing Company, Plainview, NY.

On a motion by W. Wexler, seconded by M. Hanewinckel, the meeting was adjourned at 8:46 p.m.