

**APPROVED MEETING MINUTES**  
**Lindenhurst Memorial Library**  
**Board of Trustees**

A meeting of the Board of Trustees (Board) of the Lindenhurst Memorial Library was held on Wednesday, December 20, 2017, at 11:00 a.m., in the library's conference room.

Present were Jane Dietz, Bob Shetty, Antoinette Deluca, Diana Coyne and Lori-Ann Novello. Also present were Assistant Director Lisa Kropp and Library attorney Kevin Seaman. Library Director Peter Ward was absent with notice.

Mrs. Dietz noted that a quorum was present and called the meeting to order at 11:03 a.m.

Upon a motion by Mr. Shetty, seconded by Mrs. Deluca, the agenda was adopted as presented by a vote of 5-0.

Upon a motion by Mrs. Deluca, seconded by Mrs. Novello, the minutes of the November meeting were approved by a vote of 5-0.

Upon a motion by Mrs. Deluca, seconded by Mrs. Coyne, a special Board meeting for the purpose of discussing the building project on Wednesday, January 3, 2018 was approved by a vote of 5-0.

Upon a motion by Mrs. Deluca, seconded by Mr. Shetty, the Board moved into executive session at 11:13 a.m. for the purpose of discussing a personnel matter relating to a legal matter regarding a specific employee. Also, for the purpose of discussing the appointment of a Library Director to fill the vacancy created by the planned retirement of Director Peter Ward on December 31, 2017.

Assistant Director Lisa Kropp left executive session at 12:25 p.m. and returned at 1:02 p.m.

Library attorney Kevin Seaman left executive session and the Board meeting at 12:30 p.m.

Upon a motion by Mr. Shetty, seconded by Mrs. Novello, the Board exited executive session at 1:08 p.m. by a vote of 5-0.

Upon a motion by Mrs. Deluca, seconded by Mrs. Novello, the Board voted to appoint Lisa Kropp as Library Director, effective January 1, 2018 at a salary of \$110,000 by a vote of 5-0.

Trustee Lori-Ann Novello left the meeting at 1:32 p.m.

Upon a motion by Mr. Shetty, seconded by Mrs. Coyne, the treasurer's report, budget report, and warrants were approved by a vote of 4-0.

Upon a motion by Mrs. Coyne, seconded by Mrs. Deluca, the Board voted yes on the 2018 Suffolk Cooperative Library System operating budget by a vote of 4-0.

Mr. Shetty reported that the Budget and Finance Committee had met to discuss the draft 2018-19 operating budget, the rise in minimum wage in New York State to \$11.00 per hour as of January 1, 2018, and the transfer of funds from the SCLS basic service plan line to the circulation control and the dues line. Mr. Shetty requested the yearly dollar amount of Page salaries. He also requested that the Board take a close look at the new federal tax plan and how it might impact Lindenhurst.

Upon a motion by Mrs. Deluca, seconded by Mrs. Coyne, the Board voted to transfer \$1,500 from the SCLS basic service plan line to the Circulation Control line and to transfer \$2,500 from the SCLS basic service plan line to the Dues line by a vote of 4-0.

Upon a motion by Mrs. Deluca, seconded by Mr. Shetty, the Board voted to increase the minimum wage from \$10.00 per hour to \$11.00 per hour as of January 1, 2018, due to the mandated increase by New York State, by a vote of 4-0.

Mrs. Coyne presented the report of the Safety and Security Committee and recommended the Board approve the hiring of Mr. Andrea Amoruso as a part time security officer. Mrs. Kropp thanked Mrs. Coyne for her valuable assistance, given her law enforcement background, in the interview process.

Upon a motion by Mrs. Deluca, seconded by Mrs. Coyne, the Board approved the hiring of Mr. Andrea Amoruso as a part time security officer at the rate of \$17.00 per hour, by a vote of 4-0.

The Board read with interest the reports from Youth Services and Family Engagement Coordinator Andrea Malchiodi, along with the conference attendance reports of Monika Brusalis, Justine Rivera, and Lisa Kropp from the Annual NYLA Conference, which took place November 8-11, 2017. A copy of the reports are attached to the original of these minutes.

Mrs. Kropp presented her report. A copy of the report is attached to the original of these minutes.

Upon a motion by Mrs. Deluca, seconded by Mr. Shetty, the Board approved the increase in hours from 17.5 hours to 22 hours per week of part time library clerk Jennifer Viddertosky at her current hourly rate of \$15.73, by a vote of 4-0.

Upon a motion by Mrs. Coyne, seconded by Mrs. Deluca, the Board approved the attendance of Assistant Director Lisa Kropp at the ALA Midwinter meeting from February 7 – 12 in Denver, CO at a cost up to \$800.00 per staff development policy, by a vote of 4-0.

Upon a motion by Mrs. Deluca, seconded by Mr. Shetty, the Board approved the Library joining the New York Library Association's Sustainable Library Certification Program at a cost of \$540.00, by a vote of 4-0.

Upon a motion by Mrs. Coyne, seconded by Mrs. Deluca, the Board approved the following dates for the 2018 Budget Vote and Trustee Election, by a vote of 4-0:

- Public budget hearing on Tuesday, March 27, 2018 at 7:00 p.m.
- Voter registration on Tuesday, March 27, 2018 from 3:00 – 8:00 p.m.
- 2018 Annual Budget Vote and Trustee Election on Tuesday, April 10, 2018 from 9:00 a.m. – 9:00 p.m.
- Approval of the Library Director to serve as Library District Clerk for the annual Budget Vote and Trustee Election on Tuesday, April 10, 2018
- Approval of the appointment of two (2) inspectors/assistant clerks, paid at the rate of \$11.00 per hour, for the annual Budget Vote and Trustee Election on Tuesday, April 10, 2018.
- Approval of one (1) full time Library employee to act as chairperson for the annual Budget Vote and Trustee Election on Tuesday, April 10, 2018
- Approval to declare Tuesday, April 10, 2018 as Amnesty Day. Fines will be waived for each overdue item on a patron's account that is returned to the Library with a donation of a non-perishable food item. Collected items will be distributed to the Lindenhurst location of LI Cares Food Bank on Wellwood Avenue.

There being no further business, and on a motion by Mrs. Deluca, which was seconded by Mr. Shetty, by a vote of 4-0, the meeting adjourned at 2:02 p.m.

Upcoming Special Board Meeting: Wednesday, January 3, 2018 at 11:00 a.m.

Upcoming Board Meetings: Wednesday, January 17, 2018 at 11:00 a.m.; Wednesday, February 21, 2018 at 11:00 am.

Lisa Kropp, Recorder

Antoinette Deluca, Secretary

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