

Approved Minutes

Lindenhurst Memorial Library Board of Trustees

A regularly scheduled meeting of the Board of Trustees (Board) of the Lindenhurst Memorial Library was held on Wednesday, March 21, 2018 in the library's small meeting room. Present were Trustees Jane Dietz, Bob Shetty, Lori-Ann Novello, and Diana Coyne. Also present was Library Director Lisa Kropp. Absent with notice was Trustee Annette DeLuca.

Mrs. Dietz noted that a quorum was present and called the meeting to order at 11:04 a.m.

Upon a motion by Mr. Shetty, seconded by Mrs. DeLuca, the agenda was adopted as presented by a vote of 4-0.

Upon a motion by Mr. Shetty, seconded by, Mrs. Coyne, the minutes of the February 21, 2018 board meeting were approved 4-0.

Director Lisa Kropp shared her response to former patrons Melissa and Margaret Michalski regarding their letter last month complementing the Library and staff. A compilation of patron comments on hearts displayed behind the circulation desk during the month of February, that allowed them to share what they loved about their Library, was also included in correspondence. Mrs. Kropp noted that many of the comments were commending our fine staff members.

Upon a motion by Mrs. Coyne, seconded by Mrs. Novello, the Treasurer's report, budget report, warrants and cash flow were accepted by a 4-0 vote.

The Board received the following updates from standing committees:

Budget and Finance committee: no report.

The Infrastructure and Strategic Planning committees met to discuss exploring a NYS Construction Grant. A wide variety of ideas were discussed, including swapping the adult computer area with the copiers and OPACS to help reduce noise distraction in the afternoon from the Teen Zone, the addition of seasonal tables and chairs in the lower atrium for staff use, and the creation of a sun room off of the front patio by *Windows on Wellwood*. Mrs. Kropp suggested taking a ride with committee members to visit the recently renovated Commack Public Library. The creation of a new five year strategic plan was discussed and the committee will work on establishing one for the Board to review.

Mrs. Dietz noted that the Personnel committee recently met to discuss the possibility of making contract language clearer for both parties to understand. An extended discussion was had regarding the position of "Page" at the library. Mrs. Coyne requested that the committee look into the current number of Page positions at the library.

The Policy Committee presented two new policies for discussion and vote: an environmental policy and a whistleblower policy. During discussion, Mrs. Coyne noted that the Library should be recycling plastic, glass, and metal. Mrs. Kropp will call the Village to discuss being added to the pick-up schedule for such items.

Upon a motion made by Mrs. Coyne, seconded by Mrs. Novello, the Environmental Policy was approved by a vote of 4-0.

Upon a motion made by Mrs. Coyne, seconded by Mrs. Novello, the Whistleblower Policy was approved by a vote of 4-0.

Mrs. Kropp presented her report to the Board. A copy of the report is attached to the original of these minutes. She commended custodian Joe Santiago for the barn façade he built for the chick incubator, located in the adult services area. She also shared the budget information hearing presentation with the Board. The budget information hearing is scheduled for March 27 at 7:00 pm. A local girl scout troop is working with Andrea Malchiodi and teen librarian Charlotte Latuso on a beautification project for the library, including the flower beds and vegetable garden area.

Mrs. Kropp reported on behalf of the Friends of LML that membership continues to grow monthly, and is now over 50 members. A book sale is being held on Saturday March 24. She will discuss with the Friends the possibility of them purchasing and maintaining two large planters for the front entrance.

Mrs. Coyne requested that the Library contact the school district and look into hosting a district wide art show featuring student artwork at the Library. She also inquired if there is a fee to visit the Village Museum, if the Library could look into adding the museum to our Museum Pass Program. Mrs. Kropp indicated she would look into this and report back to the Board. Mrs. Coyne also expressed that the Library should advertise the availability of Legacy Donations to patrons who may be interested in including the Library in their financial planning legacy.

The Board had a lengthy discussion regarding the article in Newsday about the recent audit of the East Meadow Public Library. The Board asked Mrs. Kropp to survey other Directors on this issue. Mrs. Kropp shared the Aspirations Exercise from the Harwood Institute with the Board, and urged them to return completed forms to her so they can be included in feedback being gathered from the community.

A motion to move into executive session at 12:54 pm to discuss a legal matter pertaining to a former employee was made by Mr. Shetty and seconded by Mrs. Coyne with a vote of 4-0.

The Board exited executive session at 12:59 p.m. There being no further business, on a motion by Mr. Shetty, seconded by Mrs. Novello, and a vote of 4-0, the Board adjourned the meeting at 1:00 p.m.

Future Board Meeting dates: March 21, April 25, May 17 (Thursday) and June 20.

Lisa Kropp, Recorder

Antoinette DeLuca, Secretary
