

APPROVED MINUTES  
Lindenhurst Memorial Library Board of Trustees Meeting  
February 19, 2019

A regular board meeting of the Lindenhurst Memorial Library was held on February 19, 2019. Present were Board members Gabrielle Giacomazzo, Lori-Novello, and Annette DeLuca. Library Director Lisa Kropp was also present, along with guest Kevin Walsh from BBS. Trustees Jane Dietz and Bob Shetty were absent with notice.

Board Vice-President Lori Ann Novello called the meeting to order at 6:00 p.m. Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the agenda was adopted by a 3-0 vote.

The minutes of the prior meeting were adopted on a 3-0 vote upon a motion by Ms. Giacomazzo, seconded by Ms. DeLuca.

There was no public expression.

Kevin Walsh from BBS Architects, Landscape Architects, and Engineering P.C. gave a presentation to the Board that followed up on recommendations from the May 2018 facilities study and the November 2018 space planning study. A copy of the presentation is attached to the original minutes. Mr. Walsh noted that all of the Priority IA and IB items in the facilities study would be remedied. As a reminder, all Priority IA items are required to be completed to assure physical safety and health to occupants, employees and the public and are mandated either by law, regulation, or code, with compliance required. Priority IB items are strongly recommended to assure physical safety and health to occupants, employees and public, with compliance recommended to upgrade conditions that preexisted current mandates either by law, regulation or code. The Board reviewed the presentation with interest, and thanked Mr. Walsh for extending his time. The Infrastructure committee will meet shortly to discuss next steps.

Mrs. Kropp shared correspondence from the Green Business Partnership to announce that Lindenhurst Memorial Library is the first on Long Island, and just the third library in the state, to achieve Green Business Certification. She also let the Board know that two patrons took the time to call or write her office, commending librarians Craig Pullen and Monika Brusalis on a job well done in their recent Computer Basics Class.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board voted 3-0 to accept the Treasurer's report.

The following committee reports were shared:

**Infrastructure Committee:** Ms. Kropp reported that the committee met recently to look at the BBS proposal prior to Mr. Walsh's presentation. They also reviewed the attached quote for tables and chairs to replace the worn ones in the LMR.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the quote for 100 KI chairs and 12 nesting tables, delivered and installed by A.R. Kropp Co. and Sons under NYS Contract in the amount of \$25,813.97 was approved by a 3-0 vote.

**Personnel Committee:** Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board approved by a 3-0 vote the registration of six staff and two board members to attend the May 9, 2019 Long Island Library Conference at a cost of \$440.00.

**Policy Committee:** Ms. Giacomazzo reported that the committee went over the attached revisions to the Computer and Internet Use policy, and is working on updates to the anti-nepotism, materials selection, library circulation of materials, records retention, access to public records, and a service animal policy.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the revised Computer and Internet Use policy was approved by a 3-0 vote.

Mrs. Kropp shared her Director's report, a copy of which is attached to the original of these minutes.

Under new business, Mrs. Kropp asked the Board to accept the annual amnesty day of food for fines on April 2, 2019.

Upon a motion by Ms. DeLuca, seconded by Mrs. Novello, the board voted 3-0 to designate Tuesday, April 2, 2019 as "food for fees" amnesty day.

Mrs. Kropp shared the 2018 New York State Annual Report with the Board.

Upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the Board voted to accept the completed 2018 New York State Annual Report by a 3-0 vote.

There being no further business and upon a motion by Ms. DeLuca, seconded by Ms. Giacomazzo, the meeting was adjourned by a 3-0 vote at 7:30 p.m. by Board Vice-President Lori Ann Novello.

Future Board meeting dates: Wednesday, April 17, Thursday, May 16, and Monday, June 17 – all at 6:00 p.m.

Lisa Kropp  
Recorder of Minutes

Annette DeLuca  
Board Secretary