

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees

A meeting of the Board of Trustees of the Lindenhurst Memorial Library took place on Saturday, November 23, 2019 at 9:30 am in the library's large meeting room. Present were Jane Dietz, Kenneth St. John, and Gabrielle Giacomazzo. Library Director Lisa Kropp and Principal Account Clerk Melissa Negrin were present. Absent with notice were Trustees Annette DeLuca and Lori Novello. Ted Schulman from Baldessari & Coster LLP was also present.

Board President Jane Dietz called the meeting to order at 9:32 am.

A motion made by Ms. Giacomazzo, seconded by Mr. St. John., to adopt the agenda carried 3-0.

Motion by Mr. St. John, seconded by Ms. Giacomazzo, to approve the October board meeting minutes. Motion carried 3-0.

There was no public expression.

Ted Schulman from the audit firm of Baldessari & Coster LLP presented the annual audit report for the Library. He noted there were no significant findings and the audit showed the library to be in good standing.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the October Treasurer's Report, including receipts and disbursements, warrants, and cash flow, was approved by a 3-0 vote.

The following Board committees gave reports:

Budget and Finance: The committee will meet on December 3rd to begin working on the draft 20-21 budget.

Infrastructure: Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the proposal from Barrett Bonacci & Van Weele, P.C. (BVV) for the preparation of a boundary survey of the property, including a topographic survey with utility mark out at a fee not to exceed \$6,825.00 was approved by a 3-0 vote.

Upon a motion by Ms. Giacomazzo, seconded by Mr. St. John, the proposal from Universal Testing & Inspection, a service company of Universal Testing + Inspection Services, Inc., for geo-technical drilling services at a cost not to exceed \$5,150.00 was approved by a 3-0 vote.

Personnel: Upon a motion by Ms Giacomazzo, seconded by Mr. St. John, the Board accepted the letter of retirement from employee Karen Moran, effective January 30, 2020, by a 3-0 vote.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the Board accepted the hiring of part time librarian trainee, Noel Reich at the contract hourly rate of \$27.13 per hour, by a 3-0 vote.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, the Board accepted the hiring of part time librarian trainee, Robert Voyles at the contract hourly rate of \$25.93 per hour, by a 3-0 vote.

Upon a motion by Ms. Giacomazzo, seconded by Mr. St. John, the Board accepted the hiring of a part time library page, Nicholas Gleeson, at the rate of \$12.00 per hour by a 3-0 vote.

Policy: no report.

Strategic Planning: Ms. Giacomazzo reported that the committee is meeting immediately following today's board meeting, with our community and staff members to begin finalizing the draft long range plan.

Ms. Kropp gave her report to the Board, a copy of which is attached to the original Board Packet.

The Friends of the Library hosted a book sale and raffle on Saturday, November 2, 2019 that raised \$425.00. A Little Free Library was dropped off by Katie Grover, to place at Fellers Pond at the Village Park.

Board unfinished business:

- LFL at LIRR station – Ms. Kropp has a call into the Village regarding placing a unit on the lower level, near the stairs.
- Tax Rebate Program – Mr. St. John confirmed our guest speaker for 10:00 am at the December 21 board meeting. Ms. Kropp will confirm with invited audience members.

New Business:

The Board discussed adding Long Island Business News as an official newspaper, since the local school district lists it as one of their official newspapers. As a school district public library, our legal ads for budget and bond votes are dictated by the school district list of official newspapers.

Upon a motion by Ms. Giacomazzo, seconded by Mr. St. John, the board voted to include Long Island Business News as an official newspaper for the Lindenhurst Memorial Library by a 3-0 vote.

Upon a motion by Mr. St. John, seconded by Ms. Giacomazzo, a request to attend the Public Library Association's biannual conference in Nashville, Tennessee from February 25 – 29 for employee Andrea Malchiodi at a cost not to exceed \$1,150, was approved by a 3-0 vote.

There being no further business of the Board, the meeting adjourned at 11:22 am, on a motion by Ms. Giacomazzo, seconded by Mr. St. John by a 3-0 vote.

The next meeting of the board will be on Saturday, December 21, 2019 at 9:30 am.

Lisa Kropp, Recorder

Antoinette DeLuca, Secretary
