

**UNAPPROVED MINUTES**  
**Lindenhurst Memorial Library Board of Trustees Board Meeting**  
**Saturday, November 19, 2022 at 9:00 am**

Board Members Jane Dietz, Gabrielle Giacomazzo, Kenny St. John, and Lori Novello, were present, as was Library Director Lisa Kropp and Head of Information Services and Community Engagement Coordinator Caitlin Sempowich. Guest Vincent Caccavale was also present. Trustee Courtney Bynoe entered the meeting at 9:37 AM. Guests Mike LaVorata, Legislator Kevin McCaffrey, Chief of Staff Guy Calla, John Reynolds and Patrick Cocoran from the Friends of the Knights of Columbus entered the meeting at 10:30 am.

Board President Jane Dietz called the meeting to order at 9:08 am.

Motion to adopt the meeting agenda made by Ms. Giacomazzo, second by Mr. St. John. Motion carried. (4-0)

Motion to adopt the prior meeting minutes made by Mr. St. John, second by Ms. Giacomazzo. Motion carried. (4-0)

**Public Expression:** Ms. Kropp introduced Vincent Caccavale to the Board. Mr. Caccavale will be starting January 5, 2023 as the new Head Custodian for the Library.

Ms. Kropp shared correspondence received with the Board. The original Board Meeting packet contains copies of all correspondence received for the meeting.

Motion to adopt the Treasurer's Report, including receipts, disbursements, warrants and cash flow made by Ms. Giacomazzo, second by Ms. Bynoe. Motion carried. (5-0).

Director Kropp shared her report with the Board. The original Board Meeting packet contains a copy of the Director's report.

**Committee Reports:**

**Budget and Finance Committee:** Met December 6 to review the first draft of the 2023-24 budget.

**Infrastructure Committee:**

Motion by Ms. Giacomazzo, second by Ms. Novello, to accept Payment Schedule A as attached for building project invoices for a total cost of \$318,055.69. Motion carried. (5-0)

**Personnel Committee:** Met to discuss CSEA contract negotiations and staff positions. The CSEA unit voted unanimously to approve the July 1, 2022- June 30, 2026 employee contract.

Motion by Ms. Novello, second by Mr. St. John, to approve the full-time hire of Head Custodian Vincent Caccavale at an annual salary of \$65,000 starting January 5, 2023 and full-time Librarian I Justine Rivera at an annual salary of \$57,000, starting January 19, 2023. Motion carried. (5-0)

**Policy Committee:** no report.

**Strategic Planning Committee:** Meeting December 19 to begin planning for the 2023 strategic plan.

**Old Business:** None.

**New Business:** The Board discussed staff conference requests and requests to collect donations for the Town of Babylon Animal Shelter. The Board also discussed bringing a speaker in for Trustee training in 2023 to meet the new requirements from the State Education Department Division of Library Development.

The Library held a staff meeting and employee recognition ceremony on Friday, December 9. The following staff members received longevity pins for their dedicated service to the community:

Ten-Year Anniversaries: Jenn Vidderotsky and Rosalia Millan

Fifteen-Year Anniversary: Joe Santiago

Twenty-Five Year Anniversaries: Cheryl Mattiolo and Janine Shepherd

Thirty-Year Anniversary: Janet Batson.

The Board expressed their sincere gratitude to these long-term employees for their excellent service to our community.

Motion by Mr. St. John, second by Ms. Giacomazzo, to approve the requests of Lisa Kropp and Noel Reich to attend the ALA LibLearnX Conference in New Orleans from January 26-30, 2023 per the professional development policy. Motion carried. (5-0)

Motion by Ms. Novello, second by Ms. Bynoe, to accept donations of blankets for the Town of Babylon Animal Shelter, in conjunction with the Tree of Warmth campaign. Motion carried. (5-0)

**Public Expression:** Suffolk County Majority Leader, Legislator Kevin McCaffrey and his Chief of Staff, Guy Calla, presented the Library Board of Trustees with a proclamation for the recently renovated and expanded Library building.

Friends of the Knights of Columbus Trustee John Reynolds and Deputy Grand Knight Patrick Corcoran presented the Library Board of Trustees with their emblem for being a pillar of community leadership in Lindenhurst.

Motion to adjourn at 11:15 am made by Ms .Novello, second by Mr. St. John. Motion carried. (5-0).

Future Board meeting date: Saturday, January 21, 2022 at 10:00 am.

Lisa Kropp

Kenneth St. John

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Recorder of Minutes

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Board Secretary