

MEETING MINUTES

PRESENT: Marjorie Galen, presiding, Marty Nealon, Sarah Buterbaugh, Andrew Goffe (via Zoom), Maria Gagliardi and Debbie Firestone, recording

EXCUSED: Margaret Cook, Kathryn Shattuck, Paul Riccobono

Marjorie called the meeting to order at 7:39pm

Sarah moved to approve the meeting minutes from the 9/9/21 and 8/10/21 meetings. Marty seconded. All in favor.

LIBRARIAN'S REPORT: by Maria

- The Hero Act was activated by the NYS Department of Health:
 - Masks are required for everyone
 - Cleaning the building at the end of the night
 - Health Questionnaire reinstated for employees
- Still not doing indoor, in person programming
 - Kate is doing a variety of in person, outdoor programming with kids
- Summer Reading statistics ended up a little shy of, but not that far off from 2019 participation
- Policy Reviews
 - Meeting Room Policy and Security Camera Polices – no changes recommended

Marty moved to keep the Meeting Room Policy and Security Camera Policy as written, with no changes. Sarah seconded. All in favor.

Financial Report : by Maria

- School District funds (\$68,000) are issued in November.
- There is no interest on our account at this time.
- The Librarian and Other Staff categories under payroll flip-flopped due to staff and certification changes, but the total is about where we expected.
- Book purchases are still over by the last order of 2020 that carried into this year, so we are on track.
- The special accounts did not see much activity, with the exception of Cookbook sponsorships deposited to the Friends Account. We do have more Cookbook sponsor checks to deposit.
- The funding request made at the Town Meeting by Marjorie went well and was uneventful for us. We asked for 2% and hope that we get it as we have done what they asked us to do, (spending down our reserves). The Supervisor's proposed budget goes out mid-October so we should know something soon.
- We are looking to do a School District Referendum which would give us an increase if passed. We need to do this together with the other libraries in the South Orangetown School District.

Sarah moved to approve the School District Referendum as written. Marty seconded. All in favor.

Building Report: by Maria

- The Children's room flooded. This is the 4th time this room has flooded in 12 years. An engineer and/or Larry Bucciarelli will be consulted regarding possible further remedies.
- Carpet replacement in that room should be coordinated with our planned Children's Room renovation next year.
- We made a down payment to Michael DeMarco for the exterior work. The windows replacement will most likely be done next year, but he is looking forward to getting started on the other work.
- Michael will be consulted regarding what type of drip guard is sufficient/appropriate for the new windows.
- There is some standing water in the elevator pit. Follow up with Seth Glasser
- Electric work is done. The wire hanging outside is our Optimum cable. We have contacted Optimum for a proposal on having this buried as well (conduit is already present). We are on their docket, but have not heard back from anyone with a quote.
- We are looking for quotes to get the parking lot blacktopped before the winter.

Marjorie reported that the Cookbook is almost done and looks great! It does need one more round of editing. Sarah offered assistance. The committee is meeting next Tuesday and need to decide on a few things:

- What will go on the back cover?
- Should we make a dedication?
- An introduction needs to be written.
- We are getting printing quotes from both an online source and a local printer.

New Business

We need to form a nominating committee to work on identifying future trustees. Marjorie, Marty and Sarah volunteered to be on this committee

Marty moved to approve the Construction Aid Application as written and accept the terms outlined in the RCLS applicant letter. Sarah seconded. All in favor.

Maria explained that NYSERDA is offering \$8k for businesses to put in public electric vehicle charging stations, which would about cover the cost. After much discussion, the Board was not interested in pursuing this for the library at this time.

Sarah moved to adjourn the meeting at 8:27pm. Marty seconded. All in favor.

Next Meeting Scheduled for Wednesday, October 13th at 7:30pm