

MATTITUCK-LAUREL LIBRARY
DRAFT MINUTES OF THE REGULAR MONTHLY MEETING
June 10, 2024

Present

Jim Underwood, President
Katie O'Rourke, Secretary
Colleen Grattan-Arnoff, Trustee
Peter Kren, Trustee
Mary Sanchez, Trustee
John Carter, Trustee (appointed to fill term ending November 2024)
Shauna Scholl, Director

Absent with Excuse

Nick Timpone, Vice-President
Karenann Volinski, Treasurer
Randi Teitel, Trustee (appointed to fill term ending November 2026)

I. Call To Order/II. Pledge of Allegiance

Jim called the meeting to order at 6PM, with a quorum present.

III. Approval of the Agenda

The agenda was adopted.
(Colleen, Peter; unanimous (5-0))

IV. Review and Approval of the Minutes of May 13, 2024 Regular Board Meeting

The minutes of the meetings held May 13, 2024 were approved.
(Mary, Colleen; unanimous (5-0))

V. Approval of Treasurer's Report

Warrants

Colleen reviewed the warrants with the Board.
The Board approved payment of the following MAY warrant:

OPERATING ACCOUNT	\$142,120.39
CULTURAL ACTIVITIES FUND	641.00
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	1,614.00

Donations in excess of \$1,000
none
(Peter, Mary; unanimous (5-0))

VI. Approval of the Personnel Report

The Personnel report was presented in written format. The Board reviewed the personnel report with interest. The Personnel Report was approved.
(Mary, Peter; unanimous (5-0))

VII. Director's Report

The Director's report was presented in written format. The Board reviewed the director's report with interest. The Director's Report was approved.
(Peter, Mary; unanimous (5-0))

A little free food pantry will be positioned on the grounds of the library. Tuesday Crew, a group of volunteers that does carpentry and craftsmanship for nonprofits, will assist with this project. Shauna met with a community member that is willing to donate fresh produce to the pantry. Trimble's transplanted the tall plants in the garden beds out front and filled in some of the bare spots at the front door entry. Then they planted smaller, lower growing plants in front of the library sign. New lighting, better suited for outdoor use, has been installed on the sign out front. Shauna was happy to report that there were no other mouse sitings. Three staff members will be taking prep classes and the test to become notaries. The print newsletter for the months of July and August will be sent out shortly. All departments are gearing up for summer, since Memorial Day traffic at the library has picked up, a lot more teens have been visiting. Bev's summer book club theme is about murder mysteries, a fun post was put out on social media. Jim commented on items Shauna covered in her written report. Discussion ensued about extending operating hours during the week, an upcoming gratis climate change lecture, the NexTrex plastic bag recycling program, and a refund from Heartland.

VIII. President's Remarks

none

IX. Committee Reports

A. Building / Grounds & Long-Range Planning

The building committee and then the department heads met with the architect and conversation continues about the interior building renovations. Renderings may be ready shortly. The installation of a shade system is ongoing, Shauna is taking a meeting with Wm. J. Mills & Co.

X. Old Business

none

XI. New Business

A. Reorganization of the Board

Jim read a press release acknowledging the resignation of two board members, this document will be shared to the library webpage.

- i. Accept resignations*
- ii. Appoint new trustees*

Motion to accept resignations of Nick Timpone and Karenann Volinski; and appoint new trustees, John Carter and Randi Tietel.
(Mary, Katie; unanimous (5-0))

iii. Reorganization of officers

Motion to appoint Mary Sanchez as Vice-President; and Colleen Grattan-Arnoff as Treasurer.
(Peter, Katie; unanimous (5-0))

B. Legal Counsel 2024/2025 Retainer Agreement

Motion to approve legal counsel 2024/2025 retainer agreement
(Colleen, Peter; unanimous (6-0))

C. Approve Budget Message

Motion to approve budget message.
(Katie, Mary; unanimous (6-0))

D. Temporary Beer, Wine, and Cider Permit SLA

Motion to approve temporary beer, wine, and cider permit contingent upon insurance cost, maintaining a limit of \$500 or lower.
(Peter, Colleen; unanimous (6-0))

E. Approve expense for Percussion Play Rainbow Trio (Roschelle Grant)

Motion to approve expense for Percussion Play Rainbow Trio
(Mary, Katie; unanimous (6-0))

F. Voluntary Retirement Incentive

This business to be discussed in executive session.

XII. Period of Public Expression

Community members spoke to agenda items.

XIII. Executive Session to discuss the employment history of a particular person

Motion to move into executive session made at 6:40PM
(Peter, John; unanimous (6-0))

The board left executive session at 7:24PM.

Revise: Voluntary Retirement Incentive

Motion to accept amended policy.

(Mary, John; unanimous (6-0))

XIV. Adjournment

Motion to adjourn at 7:27PM
(John, Colleen; unanimous (6-0))

Dates of Future Board Meetings

Monday, July 8, 2024

Monday, August 12, 2024

Monday, September 9, 2024

Respectfully submitted,

Katie O'Rourke

Secretary