

MATTITUCK-LAUREL LIBRARY
DRAFT MINUTES OF THE REGULAR MONTHLY MEETING
July 8, 2024

Present

Jim Underwood, President
Mary Sanchez, Vice President
Colleen Grattan-Arnoff, Treasurer
Katie O'Rourke, Secretary
John Carter, Trustee
Peter Kren, Trustee
Randi Teitel, Trustee
Shauna Scholl, Director

Absent

none

I. Call To Order/II. Pledge of Allegiance

Jim called the meeting to order at 6:02PM, with a quorum present.

III. Approval of the Agenda

The agenda was adopted.
(John, Peter; unanimous (7-0))

IV. Review and Approval of the Minutes of June 10, 2024 Regular Board Meeting

The minutes of the meetings held June 10, 2024 were approved.
(Mary, Colleen; unanimous (7-0))

V. Approval of Treasurer's Report

Warrants

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

OPERATING ACCOUNT	\$129,742.17
CULTURAL ACTIVITIES FUND	1,940.00
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	2,646.25

Donations in excess of \$1,000
\$1,000 Friends of the Mattituck-Laurel Library for Health Fair T-shirts
(Peter, Randi; unanimous (7-0))

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, Colleen; unanimous (7-0))

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, John; unanimous (7-0))

Shauna shared some highlights with the Board. Three Mattituck High School seniors were the recipients of the Friend's Scholarship. Friends will continue with monthly raffles to support the Friend's Scholarship Fund. Shauna is grateful to the Friends for their continued generosity. Shauna received updates from Tom Volz, there are two policies on this month's agenda in response to Tom's memos. The wording has been taken from the memo and is reflected in the revised policies. Some Board members were asked to visit Dime Bank in Mattituck to sign signature cards/the resolution. The Alzheimer's Association support group facilitator was invited to Town Hall to speak about advocacy and resources on the East End and our library was mentioned as a community partner due to the caregiver support group meeting here. The family film, Migration, will be shown outdoors, weather permitting, on Friday, July 12th. On Saturday, July 13th, the 46th annual Street Fair will take place on Old Sound Avenue, at the intersection of Love Lane, the SLED (Suffolk Libraries Empowering Discovery) Mobile Library will be at this fun event. There will be an American Girl Celebratory Tea Party and Author Talk on Saturday, August 17th. To kick off this big event patrons are asked to send pictures of themselves, and their doll and stories of childhood play with their dolls, siblings, and friends. And finally, an engaged couple who have a great fondness of libraries and reading asked if they can take their engagement photos in the library, after hours.

VIII. President's Remarks

Jim reported that Bev Wowak accepted the voluntary retirement incentive. Bev has been invited to attend the August Board Meeting. Jim acknowledged Bev's contributions to the library, her knowledge and expertise will be tough to replace. There will be an open house to honor Bev's retirement on Thursday, September 5th from 4PM – 7PM.

IX. Committee Reports

A. Building / Grounds & Long-Range Planning

The building committee met on June 11th with the architect and conversation continues about the interior building renovations. A 2022 Sand Pebble report indicated that updates are necessary on the roof angles and drainage, HVAC, elevator, windows etc. Renderings from the architect may be ready shortly and a meeting with the public will be scheduled to share this work. The installation of the shade system is ongoing, Shauna is waiting on an estimate from Wm. J. Mills & Co., Jim spoke about reinstalling the shade sail from last year once the pilings have been secured.

X. Old Business

none

XI. New Business

A. Revise Policy: Nursing Mothers in the Workplace

Motion to accept Nursing Mothers in the Workplace revised policy
(Mary, Peter; (7-0))

B. Adopt Leave Policy – Prenatal Personal Leave

Motion to adopt Leave Policy – Prenatal Personal Leave law changing January 1, 2025
(Peter, John; (7-0))

C. Riverhead Building Supply Credit Application

Motion to approve Riverhead Building Supply Credit Application for the little free food pantry
(Katie, John; (7-0))

XII. Period of Public Expression

Public comment was given by community members.

XIII. Adjournment

Motion to adjourn at 6:26PM
(John, Mary; unanimous (7-0))

Dates of Future Board Meetings

Monday, August 12, 2024

Monday, September 9, 2024

Monday, October 21, 2024

Respectfully submitted,
Katie O'Rourke
Secretary