

MATTITUCK-LAUREL LIBRARY
DRAFT MINUTES OF THE REGULAR MONTHLY MEETING
October 28, 2024

Present

Jim Underwood, President
Mary Sanchez, Vice President
Katie O'Rourke, Secretary
John Carter, Trustee
Peter Kren, Trustee
Randi Tietel, Trustee
Shauna Scholl, Director

Absent

Colleen Grattan-Arnoff, Treasurer

I. Call To Order/II. Pledge of Allegiance

Jim called the meeting to order at 6:00PM, with a quorum present.

III. Approval of the Agenda

The agenda was adopted.
(John, Mary; unanimous (6-0))

IV. Review and Approval of the Minutes of September 9, 2024 Regular Board Meeting

The minutes of the meetings held September 9, 2024 were approved.
(Mary, Colleen; unanimous (6-0))

V. Approval of Treasurer's Report

Warrants

Jim reviewed the warrants with the Board.
The Board approved payment of the following **SEPTEMBER** warrant:

OPERATING ACCOUNT
\$150,326.24

CULTURAL ACTIVITIES FUND
707.96

MONEY MARKET ACCOUNT
.00

BUILDING FUND SAVINGS
.00

BUILDING FUND CHECKING
547.04

Donations in excess of \$1,000
none
(Peter, Randi; unanimous (6-0))

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.
(Katie, John; unanimous (6-0))

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.
(Mary, Peter; unanimous (6-0))

Shauna thanked Karen and the Youth and Parenting Services Department for hosting the Pumpkin Carving Display celebration on October 11th. This was the fifth year the Library hosted this event, and it was the most well-attended one yet. It was a lot of fun and very exciting. Marissa has shared surveys with the teens at both the Mattituck Jr. Sr. High School and the Cutchogue East Elementary School. A QR code is in the printed November/December Newsletter and online. The survey is asking teens to share their thoughts on the current teen space and suggest ideas for future improvements. Once this information is collected, Marissa will share her findings with the Board and the architect. Southold Town will be taking over the crosswalk issue, it is hoped that by them taking on this critical problem the matter will be resolved sooner, although it is going to be a process. The free food pantry has been painted and is already filled with donations! The Mattituck-Laurel Library won first place in the 2024 Suffolk County Library Marketing Award for the American Girl Celebratory Tea & Author Talk! The award was accepted by Shauna and Sharon at the Suffolk County Library Association Annual Dinner. Many thanks to the folks that helped make this success possible, Sara Colichio, Marissa Timm, Jerry Matovcik, JoAnne Hruz and Diana Foster. The Mattituck-Laurel Library is the smallest library with the smallest budget to ever receive this honor. The Library received monies owed by NYS UI, at the recommendation of the auditor it has been deposited in the money market account.

VIII. President's Remarks

Jim shared that he was thrilled that 40 community members attended the October 1st initial Community Meeting where we discussed our renovation vision. While it is still early in the process, it is exciting to discuss plans to enhance our community library. Jim noted that the next Board of Trustees Meeting will take place on Monday, November 18, 2024, and the library will be closed on Monday, November 11, 2024 in observance of Veterans Day.

IX. Committee Reports

A. Building / Grounds & Long-Range Planning

The building committee met on October 28th with the architect, just prior to the regular monthly meeting. November meetings are scheduled to prepare for the next Community Meeting Part II on Wednesday, November 20th from 6:30PM – 7:30PM.

B. Personnel / Policy

The committee will meet to discuss job description updates.

X. Old Business

none

XI. New Business

none

XII. Period of Public Expression

Public comment was given by community members.

XIII. Adjournment

Motion to adjourn at 6:13PM

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

Dates of Future Board Meetings

Monday, November 18, 2024

Monday, December 9, 2024

Monday, January 13, 2015

Respectfully submitted,

Katie O'Rourke

Secretary