

November 20, 2019 Minutes
Southold Free Library Trustees Meeting

Meeting Opened at 6:30pm

Present: David Robinson, President, Caroline MacArthur, Director, Heather Romanelli, Cheryle Amara, Martin Faint, Chris Gallagher, Larry Jungblut, Mark Heidemann. Excused: Bridget Rymer.

Guest: The architect, Vincent Benic.

Vincent spoke to us about the time line as we near the completion of the project. This included shelving, skylight work, fireplace, carpeting and furniture, as well as final inspections. He showed us the brick pattern. He also spoke about his vision for our frontage on Main Street.

Minutes from October 30, 2019 meeting Approved.

Martin reviewed the Warrants and moved to accept them. Chris 2nd, Approved.

Treasurer's Report: Received by email. The Vanguard account work is ongoing.

Director's Report: Caroline indicated the hire of the new circulation desk asst.

The first brick order has arrived. Caroline met with Chris Mohr and Vincent to plan lay out.

As of 11/18 raffle tickets sold are 77.

The Holiday party is December 8th at the Wharhouse. The Friends are paying for the rental, volunteer gifts and end of year bonuses will be given at that time.

The library is now circulating umbrellas on a 3 day loan for anyone caught in the rain.

Finance: No report.

Policy: The patron Conduct Policy is updated. Martin moved and Larry 2nd to adopt it. Unanimous.

Personnel: Mark moved and Larry 2nd the new bonus amounts for this year.

Long Range Planning: Will meet next week.

Grants: No report.

Buildings and Grounds: Tree work has been done on the retaining wall. Gutter work is pending.

Marketing: No report.

Construction/renovation: Largely done. We will bid out front doors for repair. Two skylights need to be replaced (leaks), looking for a CO date end of November/December.

Old Business: The SCLS budget was reviewed. Cheryle moved to accept it Mark second Approved.

Raffle ticket sales were discussed. We will be reaching out more as board members.

New Business: We discussed the Library move and opening. The date set for the Grand Opening is January 19, 2020, with a soft opening earlier.

2020 Board meeting dates were reviewed. Cheryle moved and Heather 2nd. Approved.

2020 Holidays were reviewed. Chris moved and Cheryle 2nd. Approved.

Meeting Adjourned at 7:49pm. Next meeting December 18, 2019 in the library.

Respectfully Submitted,

Cheryle Amara (Secretary)