

Southold Free Library Trustee
December 18, 2019 Meeting Minutes

Meeting opened at 6:40pm

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

Minutes from 11-20-19 meeting approved.

Warrants: Chris moved and Larry 2nd to approve. Unanimous.

Treasurer's Report: Received by email from Heather.

Director's Report: Re: fundraising: as of 12-17-19 98 tickets sold for the raffle.

The holiday party was a success. Staff and volunteers appreciated gifts. Staff and spouses helped with setup and cleanup. The Friends of the Library have pledged money for programs in 2020 for all ages. 6,000 dollars for Summer Reading program and 5,000 dollars for Adult programs. The Friends are also planning a large basket to be raffled off at the Grand opening in the spring.

AARP tax assistance is on the calendar again for the 2020 tax season. There is patron interest in this program.

The mobile library service outlet will be delivered in January. The first round of visits will include Census information. It's named the "SLED" (Suffolk Libraries Empowering Discovery.)

Finance: Larry reported the Tax cap is set mid January and he is recommending a change on the calendar for the budget.

Policy: No report.

Personnel: No report.

Long Range Planning: Chris reported meetings will be set up in February. The board should be looking at the Mission Statement and discuss revision as we see fit. The due date for the plan is 12-31-20. This group should consist of staff, school, Friends, community and board representation.

Grants: no report.

Buildings and Grounds: No report.

Marketing: No report.

Construction/renovation: We are in the final phase and looking at a completion schedule including permits etc.

Old Business: Susan Bergman has been nominated as the North Fork rep for the SCLS board. Larry moved and Chris 2nd to approve her. Unanimous.

New Business: Grand Opening is scheduled for Sunday March 29, 2020. There will be a newsletter dedicated to the event. We are looking at a possible soft opening in February. Our lease at the temporary space has been extended to mid February.

Meeting adjourned at 7:06pm to Executive Session.

Respectfully Submitted,

Cheryle Amara

Secretary