

Southold Free Library Board of Trustees (ZOOM)
March 25, 2020

Meeting opened 5:33pm

No Public Present.

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

David reported that Isabel Barkley had resigned from the board.

Minutes of 2-26-20 Meeting were approved.

Treasurer's Report: The board received by email from Heather the reports for January and February.

Director's Report: Caroline reported that the first 2 orders of bricks had been installed. One more order to arrive will be installed later this spring. Since the library closure Caroline has been working with staff brainstorming ideas for remote and electronic library presence. Caroline had a ZOOM meeting with staff and they all continue to be in touch by phone, email etc. Suffolk County Library Directors are meeting regularly via conference call. SCLS is coordinating 3D printing for Personal protective equipment for health care workers. Our 3D printer is one of many to be coordinated with Stony Brook University.

Finance: The committee recommends we go with a 0% tax levy for the 20/21 budget in light of the Covid-19 and possible economic issues. They will let the school district know there is no change in tax levy from 19/20 budget to 20/21 budget. Chris moved "no tax levy increase for 20/21" Mark 2nd. Unanimous. We are also waiting for state ed dept decision on whether they will postpone budget vote. The board reviewed the Auditor's letter. Larry moved to accept it, Heather 2nd. Unanimous.

Policy: Martin brought up the disaster policy for discussion and will email the board ideas towards it. Martin shared the Exhibit Policy by email and moved to approve it, Cheryle 2nd. Approved.

Personnel: Mark is still waiting on evaluations.

Long Range Planning: Committee has been meeting once/month. Will meet again in April,(remotely). Chris shared what they have so far towards the Mission statement.

Grants: Chris reported that Jessica Frankel is currently researching 5 agencies for potential grants, 2 of which are matching grants. The priority is replacing front doors.

Buildings and Grounds: Currently Caroline and other designated staff are manually turning building lighting off and on. The cost for the electrician to re program codes for building is 1000.00. Right now the electrician has the codes.

Marketing: Bridget reported that during the temporary shutdown they are looking at

refacing the website including re designing web page, video streaming and other exciting additions and changes!

Old Business: We received an invoice for exterior lighting without a change order. That is being looked into at this time. The shelving has not been completed at this time, also being looked into. It was decided that the Raffle cannot wait and will be done remotely on Facebook live on March 29th.

New Business: The NYS report was reviewed by board. Larry moved to accept it, Mark 2nd. Unanimous.

On a final note:

**THE BOARD RECOGNIZES AND THANKS THE CONTRIBUTIONS OF OUR STAFF UNDER EXTRAORDINARY AND HISTORIC CIRCUMSTANCES!
THANK YOU!**

Next meeting on ZOOM, April 22,2020.

Meeting Adjourned at 6:30pm.

Respectfully Submitted,

Cheryle Amara

Recording Secretary