

Southold Free Library Board of Trustees Monthly Meeting
9-23-2020 Minutes

Meeting opened 6pm via ZOOM

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

Absent: Chris Gallagher

August 12, 2020 Minutes Approved.

August Warrant reviewed and Approved.

Treasurer's Report: As of 8-30-20 Expansion Fund 24,108.64, Memorial Maintenance 11,636.58, Whitaker 37,188.47, General operating MM 72,699.18, General operating checking 204,515.12.

Director's Report: Summary of report. Caroline reported: Bids from asphalt companies by 9/23 for parking lot. She has gotten a Social Worker intern from Stony brook. A great asset to help patrons connect with local resources. Roof repair was completed and no leaks as of yet. Caroline worked with Bridget and marketing company for Suffolk Times ad thanking renovation workers. It was in July 30th edition. Bridget also negotiated with them for a "buy a brick" ad. Brick sale will also be in Fall Newsletter. Interviewing will begin next week for Reference Librarian. SCLS/SLED was scheduled to come to the library to assist in census collecting. Unfortunately the bus broke down and it was cancelled. Brainfuse (online tutoring) continues, online chat is being monitored and if not live emails can be responded to by Caroline. Audit has been completed. The Frie drill was done with staff recently and went well.

Circulation figures have gone up, programs have been well attended. Voter registration and absentee ballot information is available for patrons. Expanded hours have met favorably with public. Southold Schools will have a bus at library 4 days a week for free lunch program when school is not in session. A collection of Southold yearbooks were donated to the library. Coordination was done with the historical society to fill in gaps in both collections. Caroline met with Long range planning and Buildings and grounds committees to discuss patron survey and repairs respectively. All reno signs have been removed from the property. Caroline attend the Friends meeting. They reported success with book sales on cottage porch. The large raffle took in 1064.00. Monthly raffles will begin again in January. They are hopeful (depending on guidelines) for a January indoor opening. Ducts will be cleaned and purifier purchased by then.

Finance: Audit complete.

Policy: no report.

Personnel: no report.

Long range planning: No report.

Grants: No report.

Buildings and Grounds: Roof repaired, Received bids for driveway and drain. Martin moved to accept NJH Co. bid of 3500.00. Mark 2nd Unanimous. Martin reported will be contacting for bids contractors to "bundle" smaller outside repairs.

Marketing: Will continue to raise awareness of services and programs and at David's suggestion that we are open.

Nominating: We are looking for a board member to fill a spot. Any input or names from the trustees should be shared with the committee. David will also mention our need in the newsletter.

Old Business: None.

New Business: David brought up budget and asked members to think about a number that will speak to increases. In the near future our budget will shrink by about 20%.

Heather moved and Mark 2nd to adjourn meeting.

Meeting Adjourned 6:37pm

Respectfully Submitted,

Cheryle Amara

Secretary