

**Minutes of The Southold Free Library Trustees Meeting.
May 26th 2021**

Meeting opened: at 6.31pm via Zoom

Present: David Robinson (President), Caroline MacArthur (Director), Mark Heidemann, Martin Faint, Heather Romanelli, Chris Gallagher, Lisa Davidoff, Nick Antonucci and Jim Roth.

Public: None

Minutes of April 2021 — Heather moved to accept. Lisa seconded. Approved.

Warrants

Jim moved to accept. Mark seconded. Approved. Unanimous

Treasurer's Report

As submitted to the committee.

Director's Report

In addition to the Director's Report (see appendix), the Director added:

Attendance was lower at the *Family Day* than hoped - a dozen families despite wide marketing. It was really well enjoyed though. A lot of networking occurred. Money is left in the grant for future events.

Potentially a grant of approximately \$15K is available for *teen mental health*.

Finance

No report

Fundraising

Will meet on May 27th to start discussing ideas.

Policy

Conference Room Policy: Jim moved to accept. Nick seconded. Approved. Unanimous

Personnel

No report

Long Range Planning

Mark and Chris met with Caroline to make the transition prior to Chris's leaving the board at the end of June.

Grants

Nick is now *Chairperson of the Grants Committee*, following handover from Chris.

Buildings and Grounds

No updates reported on the water damage. Caroline is contacting another roofers.

Marketing

No report.

Nominating

Jim is joining Mark and Bridget on the committee.

Old Business

Elevator - Caroline and Dave feel the first company may have been attempting to upsell us on an elevator replacement. A second company (Eclipse) is offering two potential contracts — with and without parts. The second company is also used by other libraries. Lisa moved to accept switching elevator maintenance to Eclipse. Chris seconded. Approved. Unanimous

Liability Letter — The real estate office adjoining the pocket park produced a certificate of liability regarding using the car park spaces.

New Business

Future meetings — Will be in person.

Chris' huge contribution to the renovation was recognized as this is his last board meeting. He was thanked strongly for his contribution to the library board over 8 years.

Chris motioned to close. Mark seconded. Approved at 6.50PM.

Respectfully submitted,
Martin Faint
Secretary

1. All is set for the tent rental from June 15th-August 15th in the Library pocket park. Numerous programs have been scheduled to take place under it. The Friends of the Library have pledged to cover the full rental cost. Unfortunately, the shed will not be delivered until after the tent comes down. Staff and I are strategizing on how best to handle that during the summer.
2. The 23rd annual July 4th parade will be held that day at noon. The Library will once again participate. Ideas for a float are welcome.
3. Window shades have been ordered for the windows that are affected by the afternoon sun. Upstairs, west wide and reading area, and 1st floor next to circ desk.
4. As of this writing, final planning for Dia de Diversion Familiar/Family Fun Day on Saturday 5/22 is in place. There will be many activities, food, information, library tours, etc.
5. Staff and patrons are following current CDC/NYS guidelines regarding masks. Although fully vaccinated people are not required to wear masks, most staff and patrons continue to wear them while in the library, especially when in public areas.
6. The May 5th budget hearing went well, and I thank Nick for coming to support both the budget and me. Although it's now moot, it can be viewed here:
<https://www.youtube.com/watch?v=hCySUvU2dZ8>
7. A number of jigsaw puzzles were generously donated to the Library, and will be available to patrons to borrow for 2 weeks at a time. The fishing poles and telescope will also be circulating again.
8. In person meetings are starting up again, and I will be attending my first tomorrow (East End Directors at Floyd Memorial Library).