

**Minutes of The Southold Free Library Trustees Meeting.
June 23rd 2021**

Meeting opened: at 6.29pm

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

Public: None

Minutes of May 2021 — Jim moved to accept. Nick seconded. Approved. Unanimous.

Warrants

Mark moved to accept. Heather seconded. Approved. Unanimous

Treasurer's Report

As submitted to the committee.

Director's Report

In addition to the Director's Report (see appendix), it was added that:
Nick's truck might be available for a library float for the Fourth of July Parade.

Finance

No report.

Fundraising

Caroline and Lisa are starting on a plan to maintain contact with long-term donors. They are considering how to start attracting new Southold residents as donors. Vincent will be setting up meetings with some donors.

Policy

Updated Lost and Damaged policy has been shared with the board. Martin moved to accept Lisa seconded. Approved. Unanimous.

Personnel

No report.

Long Range Planning

No report

Grants

For our recent NYS construction grant (of \$270,000) we never got the final 10 per cent of the grant, it now looks like we will be getting the final payment of \$27,000.

Buildings and Grounds

No report.

Marketing

We have started a refresh of the website, and Bridget will remain on an ad-hoc basis to oversee the process.

Nominating

Mark and Bridget announced they are leaving the board. They were thanked for their extensive contribution over the years.

The old nominating committee met with Charles Barkley, a CPA, about joining the board. The committee suggests more board members meet him as the majority of the nominating committee is now leaving the board so cannot reflect the board's future direction.

Nick motioned that we screen him again with Heather and Camille as the new members of the nominating committee.

Old Business**New Business**

Heather would like to request raising the amount requiring two signatures on the checks to \$7,500. Amounts below that will require just one signature. Heather motioned to accept this. Mark seconded. Approved. Unanimous.

Mark motioned to close. Bridget seconded. Approved at 7.07 PM.

Respectfully submitted,
Martin Faint
Secretary

1. The tent and shed are set up and programming has begun in the pocket park. I took some pictures of the space for marketing it to the public and sent them to the marketing company.
2. I met with Jim Faulknor twice (Bridget attended the second mtg) to strategize on revamping the webpage and exchange other marketing ideas. I look forward to seeing changes to the website. The annual contract was renewed this month at the same cost as previous years.
3. The summer newsletter is complete, packed with programs. Children's and teen programs are mostly in-person with a few online. Adult programs are mostly online with a few in person. The online adult programs have become extremely popular, and more can be offered at much better prices if the programmer doesn't need to travel to Southold. Newsletter was mailed today (Friday).
4. Summer programs have been loaded onto the online calendar, and registration is robust.
5. The Friends of the Library are planning to begin organizing art exhibits in the Folk Room. They will receive 20% of any pieces sold during exhibits. They will run for 2 months, and include a reception in the first few weeks.
6. Some of the staff have agreed to participate in the July 4th parade this year. However, we are not planning a float, and will all walk.
7. I met with Lisa Davidoff and Vincent Benic to discuss the potential for a master plan for the library grounds, including a courtyard on Main Rd. This is a long term discussion.
8. Caterina Reed, part time Librarian, has resigned from her position in reference. I plan to revamp the job description to include greater emphasis on digital services (both frontline patron services, and back end marketing etc.).
9. The SCLS Resource Sharing committee met to discuss a number of cooperative services. I am the North Fork representative on the Committee.
10. I attended a workshop on emerging technologies in libraries through the LI Library Resource Council. The presentation was interesting and engaging.