

**Minutes of The Southold Free Library Trustees Meeting.  
September 22nd 2021**

**Meeting opened:** 6.25 pm

**Present:** David Robinson (President), Caroline MacArthur (Director), Martin Faint, Heather Romanelli, Camille Broussard, Lisa Davidoff, Nick Antonucci, Pricilla Riley, Charles Barkley, and Al Coster (Auditor).

**Audit Review**

Mr Coster gave an overview of this year's financial report, issued on June 30th 2021. Beyond what is in the report, he suggests over time we should consider increasing the General Fund for future renovations etc. One of the recommendations in the report, for a time clock, is shortly to be implemented.

**Public:** None

**Minutes of August 2021** — Heather moved to accept. Nick seconded. Approved. Unanimous.

**Warrants**

Lisa moved to accept. Heather seconded. Approved. Unanimous.

**Treasurer's Report**

As submitted to the committee.

**Director's Report**

See appendix.

**Finance**

Committee met and reviewed auditor's report.

**Fundraising**

Talked about naming opportunities, to match interests with programs at the library and ways to put the names up around the building. Donation envelopes will be at every event.

**Policy**

No report.

## **Personnel**

No report.

## **Long Range Planning**

No report.

## **Grants**

Nick and Caroline communicated regarding the NYS Library Construction grant application to replace the doors, of approximately \$45,000. The grants committee is seeking multiple bids to replace the doors. Regarding the grant application being submitted at this point, Nick moved to accept. Charles seconded. Approved. Unanimous.

## **Buildings and Grounds**

The library had a mason bid on repairing the hole in the wall at the front of the library and the concrete steps. Nick moved to accept this repair work, which amounts to approximately \$950. Heather seconded. Approved. Unanimous.

## **Marketing**

Caroline has received a mock up of the new webpage.

Charles mentioned a town winter festival in February. It could present an opportunity for marketing the library.

## **Old Business**

None

## **New Business**

We have the 3D printer back from its spell printing face masks during the pandemic, but it is not working.

Lisa motioned to close. Nick seconded. Approved at 7.26 PM.

Respectfully submitted,  
Martin Faint  
Secretary

1. We received the final \$27,000 that was awarded for the renovation as part of the NYS Construction Grant program. It was rewarding to close out that grant work and get the funding previously approved.
2. I submitted a grant application for the 2021-22 NYS construction grant program, and it will be reviewed by a committee in Suffolk County who will make recommendations to NYS on how much money each library in the county will receive. The application states the need to replace the 4 exterior doors on the first floor of the Library. The proposal I got is for \$84,591 and I am able to apply for 50% of that amount. I am hoping we will get the full \$42,295.50. That, in addition to the balance in the renovation account, can pay for the project.
3. The donation envelope previously discussed has been printed and is available in the Library for patrons to utilize both in house and by mail.
4. It has been a great summer for positive patron feedback—I have received many thanks for all the services and friendly assistance that the staff and I offer to the community.
5. The fall semester social work intern has begun her service here at the Library. She is an engaged, enthusiastic and intelligent young woman and I think her internship here will make an effective difference within the community. She will also be assisting on a grant that Penny and I are planning, with a great deal of input from the High School social worker and a professor from SUNY Stony Brook who heads up the internship program. I will update after our first brainstorming meeting later this month.
6. I am meeting with Cathy Demeroto, and another staff person at CAST to talk about needs etc, as they plan their move to Southold. There is also some funding and materials from the North Fork Side by Side grant received in the spring that will be spent on the intended use of service to the Latinx community. We will talk about best use of this money.
7. I held the first book discussion group since March 2020 earlier this month. About 22 people attendees enthusiastically came to talk about "Where the Crawdads Sing" and all agreed it was fantastic to once again get together.
8. Jheimy Uguna has left her position here at the Library to attend graduate school, and I hired Darlene Siracusano to replace her on Thursday and Friday evenings. Darlene is a retired special education teacher and brings numerous talents and a great personality to the position.
9. I attended Narcan training in August. This was my second training, but like 1<sup>st</sup> aid, needs to be reinstated after a two years.
10. Sunday hours have once again begun, with a slow rollout. I am confident it will pick up, with the first two Sundays seeing very little traffic. Marketing will continue, and as the weather changes, I believe more patrons will visit.