

**Minutes of The Southold Free Library Trustees Meeting.
October 27th 2021**

Meeting opened: 6.30 pm

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

Public: None

Minutes of September 2021 — Lisa Approved. Martin seconded. Unanimous.

Warrants

Camille moved to accept. Nick seconded. Approved. Unanimous.

Treasurer's Report

As submitted to the committee.

Director's Report

See appendix. In addition:

Many nice notes and donations are being received in memory of Gail Kaplan. These will be used in Memorial Maintenance, and books will be bought for each donor, with bookplates.

Separately, the library donation envelopes have already paid for themselves.

Finance

No report.

Fundraising

No report.

Lisa and Caroline have been in discussion about Blackbaud, a nonprofit fund-raising software application. They are currently investigating its potential for library usage.

Policy

The *Library Programs Policy* was updated. Martin motioned to approve the policy. Camille seconded. Approved, unanimous.

Personnel

No report.

Long Range Planning

No report.

Grants

No report.

Buildings and Grounds

We need to have the exterior doors replaced. We have received one estimate and a second is on the way.

Recently the committee met regarding a number dead trees and branches that need to be removed. Estimates have been received from Chris Mohr and Shamrock. Nick moved to accept the Shamrock contract. Pricilla seconded. Approved - unanimous.

Nick suggested we diversify our vendors with the library grounds contract going forward.

Marketing

No report.

Old Business

Tusk donation — the donor would like it donated to the library over the Indian Museum. It is heavy and weathered-looking. It requires DEC approval for ivory donation. The board considered the best home for the tusk, given its historic nature and the purpose and content of the library's collection.

New Business

We have an art collection. Up-to-date insurance valuations need to be established, as it has been some years since the last appraisal. We need to find a new art appraiser for the purpose (it was last done in 2007).

Camille motioned to close. Lisa seconded. Approved at 7.07 PM.

Respectfully submitted,
Martin Faint
Secretary

Next meeting: November 17th 2021, 6.30PM

1. I met with Cathy Demeroto and Erica Steindl from CAST last week and we discussed collaborative programs and events now that the organization is moving to Southold. I toured the new facilities and we planned the first cooperative program which was held at the Library on Wed evening. It was a pumpkin carving program for Hispanic families. The turnout was very good, and it was funded by the grant that we received to spend on outreach to the Latino/Hispanic community. Dana was here to read a story in Spanish, and the Library's Social Work intern also works for CAST, so she was in attendance as well.
2. Penny and I are in the process of planning a grant application in collaboration with high school personnel and Social Workers from Stony Brook (again, the Library's intern is involved as well) to help serve teen mental health needs in the community.
3. Holiday party—The staff and I brainstormed regarding a holiday party. We would like it to be a cocktail type party from 5-7 on December 4th. Since the Library is open until 5pm, it is not conducive to hold an event in the building before 5. More input from the board is very welcome.
4. I attended the annual Suffolk County Legislative Breakfast, hosted by SCLS and Long Island Library Resources Council (LILRC). It was held via Zoom again this year, and we heard from our state representatives and their support for libraries.
5. I got bids from two landscapers regarding removal and cleanup of trees on the property. I also met with a contractor to get a 2nd bid on the door replacement project. The building and grounds committee and I continue to work on these, and other items. The masonry work was completed at the end of last month.
6. I met with the marketing company and work continues on the webpage revisions. After we have completed reorganizing the resources and the online presentation of them, I will send the draft site to Bridget for review.
7. I submitted a policy for committee review regarding library programs for discussion tonight.
8. I have had 2 meetings with a salesperson from Blackbaud, a company that offers fundraising tools to non-profits. The first product I saw a demo of is more than an organization of this size and budget needs, so we continue to look at products that might be viable options.
9. I attended the Friends of the Library monthly meeting—the book cottage, raffles, art exhibits etc are all going well.
10. The November/December newsletter is being printed and will be mailed today (Friday) or Monday. It is posted on the webpage.
11. On Friday October 29th, a mobile outreach bus will be on site to offer the following services for anyone age 18+: blood pressure and BMI screening, simple cholesterol and glucose testing, health education, referrals as needed, and more. This is offered at no cost, and insurance is not needed. It will be parked on the pocket park property from 10-2.
12. On November 2nd, the SLED (i.e. bus from SCLS) will be visiting the library. SLED is an acronym for Suffolk Libraries Empowering Discovery. It offers a very impressive array of technology. The theme Penny and I chose for the Southold visit is 'Gaming past and present'. Although we are hoping for people of all ages to come by, we planned it for Election Day for young people to have access as well. Since there is no

- school that day we are hoping for a good drop in response for online gaming, corn hole, chess, and other popular games. I encourage you all to stop by and check it out.
13. I was invited to speak to the Southold/Peconic Seniors last week, but due to low attendance, we decided to reschedule the program and I plan to go in January. I left Library bags, pens, program info etc for the few who were in attendance.
 14. I attended the 1st session of the trustee handbook book discussion. It is actually a presentation more than a discussion, with the authors talking about the points in the handbook.
 15. Governor Hochul signed the Library Trustee Training bill at the beginning of October. It is now Chapter 468 of the Laws of 2021. The new law requires that all public and association library trustees in NYS receive at least two hours of 'continuing education' each year beginning on January 1, 2023. (the trustee handbook webinar would be an example of continuing ed for this law).
 16. You may be aware that Gayle Kaplan, long time library supporter, passed away this month. She served on the Library Board for many years, and contributed immeasurably to the Library's development. The Library is receiving a number of donations in her memory.