

**Minutes of The Southold Free Library Trustees Meeting.
March 23rd 2022**

Meeting opened: 6.24pm.

Present: Lisa Davidoff (President), Caroline MacArthur (Director), Martin Faint, Charles Barkley, Jim Roth, Heather Romanelli and Pricilla Reilly.

Public: None

Minutes of February 2022

Heather motioned to approve. Jim seconded. Approved, unanimous.

Warrants

Martin moved to accept February. Pricilla seconded. Approved, unanimous.

Treasurer's Report

As submitted to the committee.

Director's Report

See appendix.

Finance

Charles is becoming Chairperson of Finance.

Fundraising

No report.

Nominating

Needs to be restarted as we need new board members. We will also need to have a new VP and treasurer this year.

The board elected the nominating committee of Jim, Pricilla and Heather. Charles motioned to approve. Heather seconded. Approved, unanimous.

Policy

The *Study Room policy* was updated. Jim motioned to approve the policy. Martin seconded. Approved, unanimous.

Personnel

No report.

Long Range Planning

The committee met. The committee is reviewing the plan. Penny participated with members of the public.

Grants

Caroline filed for the last of the security grant.

Buildings and Grounds

The bricks were repaired on the brick steps, by the front entrance. Chris Mohr submitted a new landscaping contract. Martin motioned to approved. Lisa seconded. Approved unanimous.

Marketing

No report.

Old Business

The wording of the budget proposition for the ballot was updated following input from the school and the library's attorney.

New Business

NYS Annual Report. Lisa motioned to approve. Pricilla seconded. Approved. Unanimous.

Lisa motioned to close. Martin seconded. Approved at 6.59 PM.

Respectfully submitted,
Martin Faint
Secretary

Next meeting: April 27th 2021, 6.30PM

Board of Trustees
Director's report
March 23, 2022

1. The Library's new website launched on 3/21—please take a look and send me any feedback. Content is still being added/changed, with the goal being adaptability to change as needed. Databases/downloads are highlighted under the sliding sign which pulls out current programs and news items. The marketing company is responsive to feedback.
2. The Apr-Jun newsletter has been approved to print. It should go to the post office this week. It is on the website under the 'in the news' tab (and attached to this email). Programs are flourishing, and patrons of all ages are using every part of the library. The renovated spaces get positive reviews for look, comfort and usability.
3. Notary—58 signatures have been notarized in 2022 to date. All patrons are extremely appreciative.
4. I submitted the SHPO requirements for the door project grant. SHPO=State Historic Preservation Office. A review by that office is necessary for NYS to officially approve the grant that was recommended by SCLS. SHPO is required because the building is more than 50 years old. In the past, this was generally only a requirement when there would be ground disturbance or walls being moved. However, this project got flagged for SHPO approval due to the historic doors being replaced. This review might require the original doors to be refurbished in lieu of replacement.
5. I finished and submitted paperwork for the 2018 NYS grant which helped fund the installation of the security system. The total grant was \$4970, so the final paperwork will result in the payment of 10%, \$497.
6. I attended this year's Advocacy Day, which was spread over two days in March, via Zoom (pre Covid Advocacy Day would entail a trip to Albany to meet with legislators in their offices). On 3/2 I met with Assemblyman Fred Thiele, and on 3/3 Senator Palumbo's Assistant. Both were very receptive to the message of Library support in NYS. Advocacy for library support in the final days of work on the State budget is ongoing.
7. Book group—the monthly book discussion group continues to thrive. It's one of the hybrid programs we offer, and last month the vast majority of attendance was in person. About 25 people attend each month.
8. SHS play tickets—the Library sold the tickets for the High School musical for the first time since 2020 (when the play ended up being cancelled). It's a convenience for the public, as well as a great cooperative opportunity, and greatly appreciated by the school.
9. We have received a large number of Covid at home tests from the school district, to offer to the public. This service has proven very popular. To date, almost 200 have been taken. We have gotten hundreds more from SCLS, and will continue to distribute as long as there is demand.
10. I have purchased 2 bicycle locks for patrons to borrow while they are using the Library (or in town). These are available to borrow with a library card.
11. This year will see the return of the appreciation lunch for the Friends of the Library. I am pricing out 3 local venues. The attendees are the Friends board, and the Book Cottage volunteers. We have been offering this luncheon in May for over 20 years, and of course there has been 2 year hiatus. It's always greatly appreciated by the women who work all year long to help support the Library.
12. I offer best wishes to Lisa, moving forward as the Board President. The Library, and Community, is in good hands!