

**Minutes of The Southold Free Library Trustees Meeting.
September 21st 2022**

Meeting opened: 6.30 pm.

Present: Lisa Davidoff (President), Caroline MacArthur (Director), Martin Faint, Camille Broussard, Nick Antonucci, Tom Hudgens, Ann Ristuccia and Pricilla Reilly.

Public: None

Minutes of August 2022

Nick motioned to approve. Priscilla seconded. Approved. Unanimous

Warrants

Pricilla moved to accept. Camille seconded. Approved. Unanimous

Treasurer's Report

As emailed to the committee. Annual financial report was distributed to the board and the auditor will visit the next board meeting.

Director's Report

See appendix.

In addition:

We have two microscopes to donate to schools that were kindly donated by a patron. Caroline will attempt to find recipient schools.

Finance

No report.

Fundraising

The donation page is well-liked in the newsletter.

Nominating

No report.

Policy

No report.

Personnel

The committee is getting ready to update the personnel manual.

Long Range Planning

No report.

Grants

The grant for the touch table has been submitted.

Buildings and Grounds

The public toilets are currently not functioning. The ejector pumps failed, causing the current toilet disfunction. We have two quotes to fix the repair at approximately \$25,000; and at \$15,000. Camille moved to accept the lower bid. Priscilla seconded. Approved. Unanimous.

There was an accident on the site, when a patron tripped. Caroline recorded the details of the accident. A mason has been contacted to smooth out a step.

Old Business

None.

New Business

Caroline would like to attend the NYLA Annual Conference, at a cost not to exceed \$1050. Ann motioned to accept. Priscilla seconded. Approved. Unanimous.

Resource Sharing Code: the code determines how the Suffolk libraries share resources. SCLS had figured out the billing for the the interlibrary loans. The Resource Sharing Code has been updated to reflect that libraries contact one another regarding lost item costs directly. Ann motioned to accept, seconded by Priscilla. Approved. Unanimous.

Camille motioned to close. Martin seconded. Approved at 7.21 PM.

Respectfully submitted,
Martin Faint
Secretary

NEXT MEETING to be held in the Media Room, October 26th 2022.

The summer was a huge success with numerous individuals and groups visiting and using the Library. Feedback about the renovation is overwhelmingly positive. I also received numerous positive comments about the quality and quantity of programs for children and teens.

I have met with a gentleman who is trained and interested in offering ESL classes. The instructor who has been doing it for years has retired. If this fits in the budget, I will have him start in October.

I have been in contact with Anders Jensen about the wood door replacement. His proposal is \$48,000. I have asked him for a timeline. He is fabricating and replacing the two original wood doors. I am seeking other proposals for the metal doors. The NYS grant will fund \$38,066 of the total cost.

I submitted an application for a technology grant through the Long Island Library Resources Council. The application will be reviewed in October, and if I receive the \$3000 I requested, it will supplement the purchase of a "Touch Table" for the Children's Dept. The rest of the finding needed will be spent from the bequest from the Fujita family.

I will be attending the Suffolk County Legislative breakfast this Friday. It will be held at Smithtown Library.

Notarial services continue to be in high demand. I am at this time still the only Notary on staff. In July and August I notarized 68 signatures.

As with most summers, much of my time is spent in direct staff and patron interactions. It is extremely challenging and rewarding.