

**Minutes of The Southold Free Library Trustees Meeting.  
November 16th 2022**

**Meeting opened:** 6.30 pm.

**Present:** Lisa Davidoff (President), Caroline MacArthur (Director), Martin Faint, Camille Broussard, Charles Barkley, Ann Ristuccia, Nick Antonucci, Jim Roth and Pricilla Reilly.

**Public:** None

**Minutes of October 2022**

Jim motioned to approve. Charles seconded. Approved. Unanimous

**Warrants**

Nick moved to accept. Ann seconded. Approved. Unanimous

**Treasurer's Report**

As emailed to the board.

**Director's Report**

As attached.

**Finance**

The committee met this week. They decided to put some of the Whittaker Fund into a savings bond to get a better rate of interest. (Series I Saving Bond.) They started to work on a multi-year budget plan. Finally, they are starting to plan for spending recent bequests, and tying them into a long-range plan.

Charles motioned that in time our general operating fund balance goal should be approximately 50% of the tax levy, as per the auditor's suggestion. Lisa seconded. Approved. Unanimous.

**Fundraising**

We have been doing well with bequests. We are looking into a book and author luncheon, as an event that happens to raise funds. Ann and Lisa are organizing.

The annual appeal letter should go out in January.

## **Nominating**

No report

## **Policy**

No report.

## **Personnel**

Personnel committee gave an edited personnel manual to Caroline.

There are no qualifying staff for longevity year-end recognition awards this year.

Camille moved to approve the year-end recognition awards at the same rate as last year. Pricilla seconded. Approved. Unanimous.

## **Long Range Planning**

Noted that major expenses for the coming 5 years will be suggested by the B+G committee.

## **Grants**

No report.

## **Buildings and Grounds**

The steps to the East of the building have been fixed.

## **Old Business.**

SCLS budget: Nick motioned to approve. Jim seconded. Approved. Unanimous.

## **New Business**

Nick motioned to approve the holiday dates for 2023 (attached). Camille seconded. Approved. Unanimous.

## **Meeting closed at 7.03 PM**

Respectfully submitted,

Martin Faint

Secretary

**NEXT MEETING** to be held in the Media Room, January 25th 2023.

## 2023 Holidays

Sunday, January 1	New Year's Day	closed
Monday, January 16	Martin Luther King Jr., Day	closed
Monday, February 20	President's Day	closed
Sunday, April 9	Easter	closed
Sunday, May 28		
Monday, May 29	Memorial Day	closed
Monday, June 19	Juneteenth	closed
Tuesday, July 4	4 <sup>th</sup> of July	closed
Sunday, September 3		
Monday, September 4	Labor Day	closed
Monday, October 9	Columbus Day	closed
Saturday, November 11	Veteran's Day	closed
Wednesday, November 22		open 9:30-3
Thursday, November 23	Thanksgiving Day	closed
Sunday, December 24	Christmas Eve	closed
Monday, December 25	Christmas Day	closed
Sunday, December 31	New Year's Eve	open 9:30-3

2023 Board meeting dates  
4<sup>th</sup> Wed, unless otherwise specified  
6:30pm  
Community Room

January 25

February 22

March 22

April 26

May 24

June 28

July 26

August 9 (Annual meeting 7pm)

September 27

October 25

November 15 (3<sup>rd</sup> Wed)

December 27