

**Minutes of the Southold Free Library Board of Trustees Meeting  
March 27, 2024**

Meeting opened at 6:28pm by Lisa Davidoff, President  
No public in attendance

**Minutes** from last meeting on 2/28/2024: (motion by Ann Ristuccia, seconded by Nick Antonucci. Unanimously approved

**Treasurer's Report and Warrants:** (J. Roth motioned approval, N. Antonucci seconded).  
Unanimously approved

**Director's Report** as sent by C. MacArthur to Board. Caroline attended via ZOOM and added that the seed library is progressing well.

**Committee Reports**

- **Finance:** no updates
- **Fundraising:** no updates
- **Policy:** updates to Library Patron Conduct has been done (J.Roth)
- **Personnel:** All but one Director evaluations have been received. A full report will be presented next month (C. Broussard)
- **Long Range Planning:** will table until next meeting
- **Buildings & Grounds:** Nick A. is waiting to hear from Anders regarding door installation. Roofing-change order in construction. Estimate for the roof is \$156K. Lisa has an architect contact who has offered to act pro bono as a consultant for building projects including evaluating the roof estimate.
- **Pocket Park:** Caroline met with 2 local architects (Margot & Isaac Coffey) who offered some pro bono work. A proposal is needed to apply for the grant to fund the Pocket Park.

**Old Business:** none

**New Business:** NYS Annual Report of the SFL (Nick A motioned to approve. Ann seconded).  
Unanimously approved

**Sign:** Jim updated the Board about the sign. There was discussion about color preference, fonts, and suggestions about information that may be changed out seasonally or for events. A suggestion for a QR code on the sign was made. additional suggestions include "Cooling/Warming Center", "Book Cottage Open", "Library Closed Today", "Summer Reading Program". Caroline anticipates frequent changing of the messages on the sign. General agreement is that neither the date nor the library phone number are necessary. Version 1 & 3 were preferred (Which "pops" better?). Jim will ask the sign maker which font is ideal and best visualized. The Board discussed using "Southold colors" that are the same as the school district

or using a new library identity that includes the lighthouse logo that is currently used on the SFL Newsletter header. The Marketing group will be consulted.

**No Executive Session**

The next meeting will be held on April 24, 2024 at 6pm to address normal business on the agenda. This will be followed by a presentation from Kevin Verbessey that will cover Trustee Training and other related topics of interest.

**Meeting closed at 7:17 pm**

Respectfully submitted,  
Nancy Stellato  
Secretary