

BOARD MEETING MINUTES - MONDAY, OCTOBER 17, 2022
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

The regular meeting of the Board of Trustees of the South Huntington Public Library was held on Monday, October 17, 2022 at 7:00 p.m. in the Conference Room.

PRESENT: Mrs. Eleanora Ferrante, President
Mrs. Eileen Sullivan, Vice President
Mr. Stuart Horowitz
Mrs. Stella Fox

STAFF: Mrs. Janet Scherer, Director
Mrs. Erin McShane Hedger, Business Manager
Mrs. Doreen Kilkenny, Board Secretary

EXCUSED: Mrs. Pat Dillon, Financial Chairperson
Mr. Nick Tanzi, Assistant Director

CALL TO ORDER: The meeting was called to order by the President at 7:03 p.m.

PLEDGE OF ALLEGIANCE: The President led everyone in the Pledge of Allegiance.

ADOPTION OF THE AGENDA: Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously to accept the agenda as written.

DISPOSITION OF MINUTES:
SEPTEMBER 19, 2022: Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to accept the minutes of the regular meeting of September 19, 2022.

FINANCIAL MATTERS: Mr. De Dora sent a letter stating that he compared all the warrants to the invoices and payroll register to verify amounts to be paid and counts of checks issued. He also reviewed the check signer log. He viewed and compared all petty cash disbursements with the receipts for expenditures, and reported that all was in order.

Motion by Mr. Horowitz seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #10 Fund L in the amount of \$22,556.68; Warrant #11 Fund L in the amount of \$170,971.60; Warrant #9/01 PR Fund L in the amount of \$110,048.54; Warrant #9/15 PR Fund L in the amount of \$109,293.30; Warrant #9/29 PR Fund L in the amount of \$112,265.42.

Motion by Mrs. Sullivan, seconded by Mr. Horowitz, and carried unanimously to authorize payment of Warrant #5 Fund TA in the amount of \$42,476.77; Warrant #6 Fund TA in the amount of \$38,975.04; Warrant #7 Fund TA in the amount of \$44,771.61.

Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #1 Fund H in the amount of \$42,490.93.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the American Express statement for September in the amount of \$4,224.91.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the Amazon/Synchrony Bank Monthly Statement for August in the amount of \$1,449.65.

PERSONNEL ACTIONS: Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to approve the personnel report.

BUDGET TRANSFERS: Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the budgetary transfers for the fiscal year 2022-2023.

COST OF THE VOTE: The board thanked Mrs. McShane for her report.

COMMUNICATIONS: The board acknowledged the SCLS minutes.

DIRECTOR'S REPORT: Mrs. Scherer reported on the following:

- On Wednesday, September 28th, the NYS Construction Aid Advisory Committee met to recommend the 2022-23 NYS Construction Awards for Suffolk's member libraries. I am pleased to report that we received a recommendation of \$200,000.00 for our HVAC Project. Please be aware that we are unable to officially announce or include these funds in any final project budget projections until New York State

issues official notification. This could take some time as the 2021-2022 recipients were just notified several weeks ago. I have thanked the committee for their consideration on behalf of our community, the board and all of Suffolk's libraries.

- Members of our WOW (Without Walls) Team and other staff members participated in several outreach events, including Huntington Station Unity Day and the SHUFSD Curriculum Nights. Our staff enjoyed the opportunity to speak with community members and educate them on the myriad of resources available at their local library.
- We were saddened to cancel our Community Information Fair and Touch-a-Truck event. A big thank you to our librarians, as well as Ray and Jose who worked so hard on the planning. We hope to try again in the spring.
- Our Wellness Team, consisting of Ryann Riggs, Catherine Schmoller, Joann Mariani, Keely Rehman, Jen Griffing, Michael Bartolomeo and me, sponsored SHPL's first ever Summer Walking Challenge. This event was supported by the Friends of the Library which allowed us to offer prizes to our lead walkers. Our first goal was to get to Key West, but we quickly conquered that and set our sights on Seattle, Washington. We even managed to get farther than that traveling to Glacier National Park. Collectively we walked approximately 5500 miles and 11 million steps. Bravo SHPL staff! Many thanks to the Friends of the Library for supporting this effort and furnishing funds for the prizes. Our next venture takes place on Sunday, October 16, when staff members will be participating in a breast cancer walk at Jones Beach.

BUILDING & GROUNDS

REPORT:

The board thanked Ray Capone for his report.

PROLITERACY

CONFERENCE

REPORT:

The board thanked Georgina Rivas-Martinez for her report.

NEW BUSINESS –

OPEN MEETINGS

POLICY:

Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously that the board of trustees adopted the revised "Open Meetings Policy" as presented.

NEW BUSINESS –

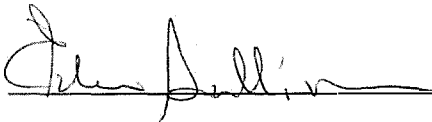
CAPITAL PROJECTS: Mrs. Scherer shared a presentation of potential future capital improvement projects.

NEW BUSINESS –

OBSOLETE

EQUIPMENT: Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously that the board of trustees authorizes staff to discard obsolete equipment in accordance with library policy and best practice.

ADJOURNMENT: Motion by Mr. Horowitz to adjourn the regular meeting at 8:06 p.m.



Respectfully submitted by,



Doreen Kilkeny, Board Secretary