

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

June 17, 2020

7:30 p.m.

Remote meeting hosted as a Zoom Webinar

MINUTES

Approved as amended

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:31 p.m. by Deborah Blair, Board President. The following trustees of the Board, consisting of a quorum were also present: Christopher Fletcher, Vice President; Carol Leister, Treasurer; David Douglas, Secretary; Orlando Maione; Anthony Parlato; Linda Josephs; Suzanne Shane; Richard Russell. Also present was Ted Gutmann, Library Director.

I. CALL TO ORDER

II. PERIOD OF PUBLIC EXPRESSION

No one in attendance.

III. MINUTES

Mr. Russell made a motion to accept the minutes from the May 20, 2020 regular Board meeting, seconded by Mr. Maione and passed unanimously.

Ms. Josephs made a motion to accept the minutes from the June 2, 2020 special Board meeting, seconded by Ms. Leister and passed unanimously.

IV. PRESIDENT'S REPORT

Board President Deborah Blair, gave a brief report.

V. TREASURER'S REPORT & APPROVAL OF WARRANTS

No report.

Mr. Russell made a motion to approve the warrant, seconded by Mr. Fletcher and passed unanimously.

VI. DIRECTOR'S REPORT

The attached Director's report was read and discussed.

Mr. Gutmann reported that while the Vincent R. O'Leary Community Room is closed to the public it would be a perfect time to proceed with the renovation of the community room restroom as was part of the director's 2020 goals. Mr. Gutmann contacted Setauket Kitchen & Bath who recently completed the renovation of the two lower level restrooms, and was given a ballpark estimate of around \$40k. Mr. Parlato made a motion to authorize the Director to proceed with

the renovation of the community room restroom by Setauket Kitchen & Bath, seconded by Mr. Maione and passed unanimously.

Mr. Gutmann also reported that the empty shelving in the reference area is being retrofitted by Library staff to accommodate shifting the DVD collection there as part of the overall café project.

VII. COMMITTEE REPORTS

Buildings and Grounds: Mr. Maione asked Mr. Gutmann to respond to the vendor who was not awarded the job for the 3D renderings for the café project.

Personnel: No report

Investment: No report

VIII. OLD BUSINESS

Cafe Project - Mr. Maione reported that 3D renderings were received, but some changes needed to be made before they are finalized.

IX. NEW BUSINESS

APPROVAL OF CONTRACT WITH THREE VILLAGE CENTRAL SCHOOL DISTRICT

Ms. Leister made a motion to authorize the Board President to sign the annual contract with the Three Village Central School District as submitted, seconded by Mr. Parlatore and passed unanimously.

APPROVAL OF NYS ANNUAL REPORT

Ms. Josephs made a motion to approve the NYS Annual Report as submitted, seconded by Mr. Maione and passed unanimously.

2021 BUDGET

Ms. Josephs made a motion to approve the 0% increase 2021 Budget as submitted, seconded by Mr. Parlatore and passed unanimously.

Budget Vote Date

There was some discussion about whether or not to hold a public vote for the 2021 budget. Since it is a no increase budget, a vote is not required. Ms. Josephs made a motion to hold a budget vote, seconded by Mr. Parlatore. Voting in favor: Blair, Douglas, Josephs, Parlatore. Voting against: Fletcher, Leister, Maione, Russell, Shane. The motion did not carry.

X. ADJOURNMENT

Mr. Maione made a motion to adjourn at 7:55 pm, seconded by Mr. Fletcher and passed unanimously.

Respectfully submitted,
David Douglas, Secretary

Recorded by: Robert Johnson