

MINUTES OF
THE PLAINEDGE PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

(Hybrid meeting)

April 18, 2022

Ellen Ryder, President
Laura Oden-Bell, Vice President
Ann Doxsey (remote)
Doreen Oliver
Michael Giris (absent with prior notice)

Michele Lipson, Director
Michael Dietz, Systems Integrator
Diana Weir, Senior Library Clerk (remote)

The meeting was called to order at 7:03 PM, by the President.

The President led everyone in the Pledge of Allegiance.

Library Correspondence

We got one comment in the suggestion box that was up for the community meeting. It was suggested that we have a language learning library, as well as a café with a seating area.

Guest

Nicole Mollick was our guest.

Minutes

A motion was made by Laura Oden-Bell and seconded by Doreen Oliver, to approve the Minutes of the March 21, 2022 Meeting of the Board of Trustees. Motion passed with Ellen Ryder abstaining, as she wasn't at the March meeting.

Warrants

A motion was made by Doreen Oliver, and seconded by Ann Doxsey, to approve Bill Warrant #10-1, amount of \$43,545.09. Motion passed unanimously.

A motion was made by Laura Oden Bell, and seconded by Doreen Oliver, to approve March Payroll Warrants #9-3-A, #9-3-B, #10-1-A, and #10-1-B, in the amount of \$114,781.57. Motion passed unanimously.

A motion was made by Doreen Oliver and seconded by Ann Doxsey, to approve Capital Fund Warrant #10-1, in the amount of \$1,345.26. Motion passed unanimously.

Financials

PUFSD Wire Transfers

Balance Sheet, for March 2022.

Monthly Financial Report for March 2022.

Budget vs. Actual Statement of Revenues for March 2022.

Capital Fund Financial Reports.

Staff Reports

The Board enjoys these reports, and noted that Head of Reference, Nicole Mollick has been busy. They especially liked the Data Privacy report.

- 01) Fiona Gorham, YA Report
- 02) Data Privacy Meeting
- 03) Book Challenges
- 04) Director's Report

Director's Report

It's been a busy month at the library!

Four chicks hatched on April 4th. They were fuzzy and adorable and loved by all. The Children's Room kept kids interested from the moment the eggs arrived until the moment they went back to the farm. There were activities every day, and there was even a naming opportunity! Puff Puff, Thunder, Chester and Pebble had a wonderful early life at the library, thanks to the staff.

We returned some of the toys and furniture, including the iPads, to the Children's Room. We are offering virtual/hybrid/ and in person programs. There is a lot of activity and it feels lively and fun.

Adult and Young Adult programming have also returned in person (as well as virtual and hybrid). It is wonderful to see excited patrons returning to the library building. The energy is palpable.

National Library Week was April 3 - 9th. We had tables in the front of the library and offered cookies, pens, and pads with our logo on them. We also gave out covid tests. Our staff upped their social media game to showcase all that we offer.

The highlight of our month was the Community Meeting on April 11th. We invited the community to meet BHC, the architects. We had about 25 interested and supportive community members. They asked great questions and offered great suggestions. We look forward to hosting another meeting sometime toward the end of May.

Incident Report

No incidents or accidents

Unfinished Business

1. Building Report

We've noticed that some vendors have started charging a fuel oil surcharge of \$20-\$25. We replaced the old rusty dumpster with a new one.

2. Policies

- a. Board of Trustees Bylaws 2022 (second reading)
- b. Circulation Policy, 2022 (second reading)
- c. Procurement Policy (second reading)

The Board chose to table the Board of Trustees Bylaws, pending an answer from our attorney about Open Meetings Law.

A motion was made by Ann Doxsey and seconded by Laura Oden-Bell to approve the Circulation Policy. Motion passed unanimously.

A motion was made by Laura Oden-Bell and seconded by Doreen Oliver to approve the Procurement Policy, as amended. Motion passed unanimously.

3. Covid Update

The Director reported that some furniture has been returned to the Children's room, including the crayon kiosk and the tech toys. It has been very busy in there of late and we are loving it. Adult, Teen, and Children's Programs are largely in person. There are a few who prefer virtual or hybrid and we are happy to accommodate that.

New Business

1. Policies

- a. Art Exhibits, Display Space, Combined (first reading)

The Board wanted the addition of a line that specified that items could not be sold in the library.

- b. Roku Policy (first reading)

2. Checks

- a. NLS Check for LLSA
- b. NYSIF dividend check

3. Community Meeting

The first meeting went very well. There was so much support and enthusiasm at the thought of Plainedge having our own modern beautiful library. There were about 25-30 people, with great ideas and suggestions. These Library users had visited other libraries and came prepared to talk about what they wanted to see in their own Library. The architects, Chris Sepp and Todd Harvey, were wonderful. They answered all questions and took notes on what the community wants/needs are.

The Board decided to have another meeting on May 25th. Emails will go out, it will be posted on our website, we will invite the community members who attended the first meeting. It was also suggested that we get a lawn sign. The Director will look into this. We plan to attend PTA meetings in May, to let people know about the May 25th meeting. We will also have a table at Plainedge Pride, on May 14th. The Board and Director are excited to get out into the community and discover what they want to see in their library.

4. NYS State Budget

Libraries did better than in recent years, but we still have financial catching up to do.

5. Program fees

The Board discussed when and whether to charge for programs. We talked about the pros and cons of both choices. For now, we decided to keep an eye on attendance and revisit the discussion over the summer.

A motion was made by Doreen Oliver and seconded by Laura Oden-Bell to suspend program fees through the summer. Motion passed unanimously.

6. Library of Things

We have ordered blood pressure cuffs for circulation, from NLS. They will be added to our Library of Things, as well a new On Board Diagnostics device for cars, and a digital video converter. We are excited to introduce these new items to the community.

7. Techmobile

NLS purchased and staff a techmobile. It will visit libraries in Nassau County to promote our digital services. At Nicole Mollick's suggestion, we reached out to the Columbus Lodge, who runs the Italian Street Fair, and they agreed to partner with us to offer it to the community at the September 25, 2022 Fair. We are awaiting official word from NLS.

Library Statistics

- 01) NDD March 2022 Status Report
- 02) Plainedge Public Library
- 03) Programming Stats

Executive Session

There was no Executive Session needed.

Miscellaneous Articles

- 01) Being a Public Librarian Can Be Dangerous
- 02) New York Public Library Says Tens of Thousands of Books have been Returned Since Policy of No Late Fees Was Adopted
- 03) State of America's Libraries Special Report – Pandemic Year Two
- 04) The Librarians Uniting to Battle School Book Ban Laws

Motion to adjourn was made by Doreen Oliver and seconded by Ann Doxsey, at 8:19 PM.
Motion passed unanimously.

The date of the next Board of Trustees meeting is Wednesday, May 18, 2022.

The Budget Hearing is Monday, May 9, 2022.

The Budget vote is on May 17, 2022.

Secretary's Signature

Date of Approval

Secretary's Initials