

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

July 6, 2022

Present

Laura Oden-Bell, President
Doreen Oliver, Vice President
Ann Doxsey
Michael Giris
Ellen Ryder

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

A motion to enter into a regular meeting (after the adjournment of the Reorganization Meeting) was made by Ellen Ryder and seconded by Michael Giris. Motion passed unanimously.

The meeting was called to order at 7:12 PM, by the President.

Library Correspondence

There was no correspondence.

Guests

Rick Fumara was present.

Minutes

A motion was made by Michael Giris, and seconded by Laura Oden-Bell, to approve the Minutes of the May 18, 2022 Meeting of the Board of Trustees. Motion passed. Ann Doxsey and Ellen Ryder abstained.

A motion was made by Michael Giris, and seconded by Ellen Ryder, to approve the Minutes of the June 20, 2022 Meeting of the Board of Trustees. Motion passed. Doreen Oliver abstained.

Warrants

A motion was made by Ellen Ryder and seconded by Michael Giris, to approve June Bill Warrant #12-2, in the amount of \$6,486.00. Motion passed unanimously.

A motion was made by Michael Giris and seconded by Doreen Oliver to approve the June Payroll Warrants # 12-2-A, #12-2-B, #1, #1-1-A, and #1-1-B, in the amount of \$117,612.08. Motion passed unanimously.

Financials

It was too early in the month for financials. They will be presented at the next meeting.

The Director was happy to report that the Plainedge Union Free School District to made us whole, as always.

Incident Report

Report on Pride Display incident

The incident occurred on Monday night, June 27, 2022. We had a man by our front door protesting our Pride display. Ellen was notified, came right over and met the Director at the Library. We set up a Pride display outside of the Library and encouraged the man to move further from our front door. Patrons were intimidated to walk past the man. Police were called and lawyer was consulted. The next day, NLS was notified, area directors were also notified and there was another discussion with the attorney. Ellen noted that the police response was less than satisfactory.

Unfinished Business

1. Library Modernization Project

We've had two community meetings and a third is being planned. We have a planned staff meeting with BHC and Calgi. We've spoken to Munistat. They suggested that we confer with bond council. An email went to the school's attorneys. This is new to all of us and need to determine who will be in charge of what.

2. Policies

a. Library of Things, second reading

A motion was made by Ellen Ryder and seconded by Michael Giris, to accept the Library of Things Policy. Motion passed unanimously.

b. Trustee Bylaws, second reading

A motion was made by Ellen Ryder and seconded by Doreen Oliver, to accept the Trustee Bylaws as amended. Motion passed unanimously.

c. Policy and Protocol on Recording in the Library, second reading

A motion was made by Doreen Oliver and seconded by Michael Giris, to accept the Policy and Protocol on Recording in the Library. Motion passed unanimously.

3. Strategic Plan

The Director has had two meetings with Nicole Scherer, Assistant Director at NLS. Nicole is leading us in the formation of our very own Strategic Plan. We have meetings set up for staff involvement, and there will also be opportunity for Board involvement. Stay tuned.

New Business

1. Building Report

I spoke with Town Supervisor Saladino's office. He said that Town Hall South is being used and is full. They can't think of another municipal building that's available, but they will continue to ask around and think about it. I mentioned Brian Moore and he said that he'll look into that to see if we can use it for programs. I thought that Ed administered it, but apparently it's through the parks. None of it sounds particularly hopeful, but we have some time to think about it.

2. 6/29/22, given notice that we received NYS Archives Grant for \$9,931. We will hire a consultant to help us with records retention, following LGS-1.
3. Plainedge School District had a cybersecurity breach. Michael Dietz is investigating how to protect the Library's data.

Library Statistics

No statistics were included this month.

Executive Session

A motion to go into Executive Session to discuss personnel and salaries, was made by Ellen Ryder, and seconded by Michael Giris at 7:37 PM.

Motion to come out of Executive Session was made by Laura Oden-Bell at 8:16 PM. It was seconded by Michael Giris and passed unanimously.

A motion was made to hire CJ2, Judith White, at a rate of \$2000/month, to help us with public relations in regard to the bond was made by Ellen Ryder and seconded by Doreen Oliver. Motion passed unanimously.

A motion was made by Michael Giris, to provide raises for the Pages and administrative staff as discussed. The motion was seconded by Doreen Oliver. Motion passed unanimously. Salaries are on file in the Administrative Office.

A motion was made by Michael Giris and seconded by Ellen Ryder to offer a \$500 annual stipend for those employees who will serve as notaries. Motion passed unanimously.

A motion was made to accept the resignation of Marissa Vaccarelli and to replace this page position at a salary of \$15/hr by Laura Oden-Bell and seconded by Doreen Oliver. Motion passed unanimously.

A motion was made by Laura Oden-Bell and seconded by Michael Giris to increase the annual fee to the Treasurer to \$3000. Motion passed unanimously.

Motion to adjourn was made by Doreen Oliver, and seconded by Ellen Ryder, at 8:20 PM.
Motion passed unanimously.

The date of the next scheduled meeting of the Board of Trustees is September 7, 2022 at 7:00 pm.

Secretary's Signature

Date of Approval

Secretary's Initials