

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

May 18, 2022

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

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

The meeting was called to order at 7:22 PM, by the Vice President.

The Vice President led everyone in the Pledge of Allegiance.

Laura Oden-Bell, on behalf of the Board, thanked the community for passing the Library budget. And, congratulations to Doreen Oliver, on another five year term on the Board of Trustees.

Library Correspondence

One patron liked the card making class and complimented Librarian Maggie Rusch. Another commented on the building project, and suggested that he would prefer the library stay pretty much the same.

The Director reported on a phone call from a patron. He said that his number one priority in a new building would be wheelchair accessibility. The Director assured him that it is also the priority of the Board, and was in fact, the motivation behind our project.

Guest

There were no guests present.

Minutes

The Minutes of the April 18, 2022 Meeting of the Board of Trustees and the Minutes of the May 9, 2022 Budget Hearing of the Board of Trustees were tabled.

Warrants

A motion was made by Michael Giris, and seconded by Laura Oden-Bell, to approve Bill Warrant #11-1, amount of \$48,093.60. Motion passed unanimously.

A motion was made by Doreen Oliver, and seconded by Michael Giris, to approve April Payroll Warrants #10-2-A, #10-2-B, #11-1-A, and #11-1-B, in the amount of \$115,266.33. Motion passed unanimously.

Financials

PUFSD Wire Transfers

Balance Sheet, for April 2022.

Monthly Financial Report for April 2022.

Budget vs. Actual Statement of Revenues for April 2022.

Capital Fund Financial Reports.

Staff Reports

01) Fiona Gorham, YA Report

02) Director's Report

Director's Report

The Spring Carnival on April 18th had over 300 people! It was a beautiful day. The Children's Department (with assistance from the custodians), and teen volunteers, did an incredible job. It was so well organized. The animals were almost as adorable as the children and families who came to see them.

Thanks, Mike for getting a Library Value calculator onto the receipts patrons get when they check out materials. When someone checks something out, there's a line at the bottom that tells the patron what they saved by using the library instead of purchasing the materials that day. The savings adds up quickly!

In other news... I am proud to announce that we are joining with other libraries to participate in the Sustainable Libraries Initiative. Our registration was officially filed on Earth Day. From their description, "The Sustainable Libraries Initiative's Sustainable Libraries Certification Program provides library leaders with a tested, structured path forward to increase your library's commitment to environmental stewardship, economic feasibility, and social equity."

The Sustainable Libraries program builds awareness while inspiring action by members of the library and its partners to own their role as sustainability leaders in their communities. By definition, the project requires community and staff participation. The idea of leading our community toward a sustainable future, and working towards this goal together, is awesome.

As we contemplate moving forward with a building project, now is the time to begin thinking of how we can best incorporate issues of sustainability. We've been assigned a mentor who has been through the program, (and also a building project), and will begin working our way through the program. I'm excited to get started on this and will keep you updated on the Library's certification process, including new programs, projects and services as we progress.

The Director explained a bit more about the Sustainable Libraries Initiative and the Board was enthusiastic about moving forward with this project.

Incident Report

No incidents or accidents

Unfinished Business

1. Building Report
 - a. The water cooling tower is up and running, with a new treatment system.
 - b. Fire doors being repaired.
 - c. Emergency lights were installed in the bathrooms.

2. Policies
 - a. Art Exhibits, Display Space (second reading)
 - b. Roku Policy, 2022 (second reading)

A motion was made by Doreen Oliver and seconded by Michael Giris to approve the Art Exhibits, Display Space Policy. Motion passed unanimously.

A motion was made by Michael Giris and seconded by Doreen Oliver to approve the Roku Policy. Motion passed unanimously.

3. Covid Update

We had a couple of cases in our building recently. Nearly everything is in person at this time. A couple of the exercise programs are hybrid by choice.

4. Library of Things Additions

We have added OBD scanner, digital converter and blood pressure cuffs are coming.

5. Charter Amendment

The Library received word from NYS that our amendment has gone through.

New Business

1. Policies
 - a. Board Bylaws

The Board decided to table this policy until we get a response from the attorney, to discuss how the Videoconferencing Policy and the Open Meetings Law piece in the Board Bylaws work together.

- b. Videoconferencing Policy and Written Procedures (first reading)

2. Checks

- a. Dorothy Strong Scholarship
- b. E-Commerce for January, February and March 2022
- c. Grant check – the final 10% for 2019 and 2020 construction grant funds.

A motion was made by Michael Giris and seconded by Doreen Oliver to accept the grant check. Funds to be applied to the respective projects.

3. Dorothy Strong Memorial Scholarship Award

A thank you letter was sent to Dorothy Strong's daughter, thanking them for funding the scholarship. The money went to two deserving high school students, looking to study physical therapy and nursing, respectively.

4. Community Meeting

Community meeting coming up on May 25th. Invitations have been emailed. Laura Oden-Bell and Michele Lipson attended a PTA meeting at John H. West. Plainedge Pride Day was a huge success. We will give a full report of the May 25th Community Meeting at the June Board meeting.

Library Statistics

- 01) NDD April 2022 Status Report
- 02) Plainedge Public Library

Executive Session

A motion to go into Executive Session was made by Doreen Oliver and seconded by Michael Giris at 8:00 PM.

A motion to come out of Executive Session as made by Michael Giris and seconded by Doreen Oliver at 8:25 PM.

A motion to accept Fiona Gorham's resignation was made by Michael Giris and seconded by Doreen Oliver. The Board acknowledged that Fiona was an excellent Young Adult Librarian. She did an incredible job during the pandemic. We wish her well in all that she does. She will be missed.

A motion was made by Laura Oden-Bell and seconded by Doreen Oliver to promote Ariel Burkowsky to a Young Adult Librarian. We are excited to have her on board and look forward to introducing her to our Plainedge teens and to seeing where she takes the opportunity.

Miscellaneous Articles

- 01) Half Hollow Hills, Newsday
- 02) Hampton Coffee Opens Near Center Moriches Free Public Library, Newsday
- 03) Libraries May Never Stop Being People Places
- 04) NYC Libraries are Offering Free Digital Library Cards to People Across the US

Motion to adjourn was made by Doreen Oliver and seconded by Michael Giris, at 8:26 PM.
Motion passed unanimously.

The date of the next Board of Trustees meeting is Monday, June 20, 2022.

Secretary's Signature

Date of Approval

Secretary's Initials