

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

December 19, 2022

Present

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

Michele Lipson, Director
Michael Dietz, Systems Integrator
Diana Weir, Personnel Clerk

The meeting was called to order at 7:11 PM, by the President.

The President led everyone in the Pledge of Allegiance.

Library Correspondence

Guest

No guests were present.

Minutes

A motion was made by Ann Doxsey and seconded by Laura Oden-Bell, to approve the Minutes of the September 28, 2022 meeting of the Board of Trustees. Motion passed unanimously.

The Minutes of the Board of Trustees meeting for November 21, 2022 were tabled until next month.

Warrants

A motion was made by Michael Giris, and seconded by Ann Doxsey, to approve December Bill Warrant #6-1 (\$40,344.12). Motion passed unanimously.

A motion was made by Michael Giris, and seconded by Ann Doxsey, to approve the November/December Payroll Warrants #5-2-A, (\$44,408.49) #5-2-B, (\$59,196.66) #6-1-A,

(\$41,693.95) and #6-1-B, (\$34,335.21), #6-2-A (\$44,156.67), and #6-2-B (\$9,735.12) in the amount of \$233,526.10. Motion passed unanimously.

A motion was made by Ann Doxsey and seconded by Michael Giris to approve December Capital Fund Warrant #6-1 (\$34,497.22). Motion passed unanimously.

Financials

Discussion of the Financial Reports for November 2022.

Staff Reports

- 01) Reference Report
- 02) Children's Report
- 03) Director's Report

The Director thanked the Board, staff and community for being innovative and supportive. She said that we've gotten great feedback about the upcoming Bond vote. We're looking forward to serving Plainedge, alongside the wonderful school district.

Incident Report

- 1. No incidents or accidents.

Unfinished Business

- 1. Building Project
 - a. The Library has been working with the fire department to make our building safe and accessible, in case of an emergency.
 - b. Thanks to a patron for the donation of electronic white boards. We appreciate it and will make great use of them.
 - c. Ann Doxsey and Michele Lipson visited the Bethpage fire department (Station 5). They spoke about the new building and encouraged them to vote on January 31, 2023.
- 2. Policies
 - a. Proper Conduct in the Library Policy (second reading)

A motion was made by Michael Giris and seconded by Laura Oden-Bell to approve the Proper Conduct in the Library Policy, as amended. Motion passed unanimously.

New Business

- 1. Policies
 - a. Wifi Hotspot Policy, (first reading)
 - b. Work from Home Policy (first reading)
 - c. Plainedge Trustee Training Policy (first reading)
 - d. Staff Attendance at Conventions, Meetings, Etc., (first reading)

Library Statistics

1. Board looked over internal Library statistics, Nassau Digital Doorway statistics, and the TechOps Report from NLS, for November 2022.

Miscellaneous

1. Kansas Town Threatens to Kick Out Library After it Refused to Remove ‘Divisive’ Books
2. Lindenhurst Library
3. Thankful for Libraries
4. How to Respond to People Who Don’t Get Libraries
5. Newsday, Editorial on Libraries
6. Referenda Roundup 2022
7. Proposed Plans Unveiled at Library

Executive Session

A motion to go into Executive Session to discuss personnel issues and legal matters was made by Laura Oden-Bell and seconded by Michael Giris at 7:46 p.m. Motion passed unanimously.

A motion to come out of Executive Session was made by Laura Oden-Bell and seconded by Michael Giris at 8:45 p.m. Motion passed unanimously.

A motion was made by Rick Fiumara and seconded by Ann Doxsey to hire a part-time cleaner at \$20/hr. Motion passed unanimously.

Welcome to Laura Donelan, who was hired for the Part time Circulation Clerk position. We are pleased to have her on board. We expect her to start in mid-January.

A motion was made by Ann Doxsey and seconded by Rick Fiumara to hire a clerk for up to 10 hours to back up the Circulation Department and serve the community as a notary. Motion passed unanimously.

Adjournment

Motion to adjourn was made by Laura Oden-Bell, and seconded by Ann Doxsey at 8:49 p.m. Motion passed unanimously.

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

Secretary's Signature

Date of Approval

Secretary's Initials