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SHELTER ISLAND PUBLIC LIBRARY *Serving the Shelter Island Community Since 1885*

**Shelter Island Public Library
Board of Trustees Meeting
July 20, 2020
Minutes of the Meeting**

Dave Roggie called the meeting to order at 7:04pm. Zoom meeting format. Meeting recorded.

Board Members Present: Dave Roggie, Linda Kraus, Bill Martens, Judy Hole Suratt, Mary-Faith Westervelt, Julia Brennan, Tom Hashagen, Jody Geist, Jo-Ann Robotti, Barbara Groves, Phyllis Gates, Don Regan

Also attending: Terry Lucas

Secretary's Report: Jody Geist made a motion to approve the minutes of the June 8, 2020 meeting that was previously prepared and emailed to all in advance. Seconded by Bill Martens. Passed unanimously

Public Expression: None

Correspondence: Terry Lucas reported she has received numerous emails expressing thanks to the Library for keeping our community entertained and busy during the lockdown. There have been no reported complaints from the community.

Treasurer's Report:

Bill Martens delivered the treasurer's report. The previously delivered warrant report was reviewed and a few items explained. The profit and loss statements were presented, reviewed, and a few items explained. Jo-Ann Robotti made a motion to accept the Warrant Report and Profit and Loss Statement as reported. Judy Hole Surratt seconded. Unanimously passed.

Bill Martens reviewed the Investment Committee report that had been previously emailed. The committee is comfortable regarding the library's investment portfolio. Jill Bobigan from UBS hopes to join the August, 2020 meeting by zoom.

Friends of the Library:

Terry Lucas reviewed a written report from the Friends and a few items were explained. The decision to proceed with the Turkey Plunge is pending. Chief Read and Supervisor Siller are being consulted in making the decision. Terry discussed asking the Friends to help to finance needed projects such office space improvement, specifically citing new shelving and desks in the office and a new configuration of public computers. Terry reported that after addressing the above need with the Friends we would talk to the Kropp Brothers who specialize in the organization of professional space.

Director's Report:

The Director's Report was previously distributed and reviewed. A few items were explained. Terry Lucas reported the first week at the library, where we were able to admit into the building by appointment, went well. Terry is also excited to report the new Children's Librarian, Sara Garcia, will start after she has completed her quarantine.

Facilities Report:

Don Regan reported that the new air scrubber has been installed. Filters were changed and some maintenance was completed. Terry reported the staff does feel there is an improvement in the air quality in the building.

Special Events.:

Jody Geist reported the Book and Author event is scheduled for Sunday August 2, 2020 at 6pm. Tickets can be purchased at the library or on the Brown Paper Tickets site. Ticket cost is \$35 but there is a space where additional money can be donated to this library fundraiser. The authors prefer a Zoom format and there is a current limit of 100 spots but that number can be increased if needed. The authors are promoting the event on their Facebook page and all are encouraged to send out the invitation to their contacts. The event will be promoted with posters and with ads in the Shelter Island Reporter and the Shelter Island Gazette.

New Business:

Bill Martens reviewed a few items on the 2021 Budget. The library is not requesting an increase therefore a town vote is not needed. Tom Hashagen made a motion to pass the 2021 Library Budget. Seconded by Jody Geist. Unanimously approved.

Replacement of Board President

Dave Roggie will be moving to Delaware and stepping down as Library Board President. Linda Kraus made a motion to appoint Jo-Ann Robotti as Library Board President for the balance of this year. Tom Hashagen seconded. Unanimously passed. Dave Roggie will stay on the board as a trustee until the end of the year.

Old Business:

A discussion about replacing BNB Bank signatories occurred. Linda Kraus made a motion that Don Regan, Phyllis Gates, Jo-Ann Robotti, and Bill Martens should be appointed as signatories. Seconded by Julia Brennan. Unanimously approved.

Adjournment:

Don Regan moved to adjourn the meeting. Seconded by Judy Hole Suratt. Unanimously approved. Meeting adjourned at 8pm.

Respectfully Submitted,

Linda Kraus,
Board Secretary