



37 North Ferry Road  
PO Box 2016  
Shelter Island, NY 11964  
631-749-0042

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

**Shelter Island Public Library  
Board of Trustees Meeting  
August 10, 2020  
Minutes of the Meeting**

Jo-Ann Robotti called the meeting to order at 7:04pm. Zoom meeting format. Meeting recorded.

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

**Also attending:** Terry Lucas, Jill Bobigan

**Excused:** Judy Hole-Suratt

**Secretary's Report:** Jody Geist made a motion to approve the minutes of the July 20, 2020 meeting, prepared and emailed in advance. Seconded by Tom Hashagen. Passed unanimously.

**Public Expression:** None

**Correspondence:** None

**Treasurer's Report:**

Bill Martens delivered the Treasurer's Report. The previously distributed warrant report and profit and loss statements were reviewed and a few items explained. Terry reported the bookkeeper is keeping track of COVID expenses and will have further information at our next meeting. Bill acknowledged the monetary gifts from Charlie Weiner and Christine Coulson. Julia Brennan moved to accept the warrant report and profit and loss statements as presented. Seconded by Don Regan. Passed unanimously.

Bill Martens introduced and welcomed Jill Bobigan from UBS. Jill updated the board on the library's investment portfolio. Jill reported she was pleased with the performance. There has been an overall increase of 3.2% with the goal to optimize income. Jill signed off from the library board meeting at 7:26pm.

## **Committee Reports (material not covered in board packet):**

### **Special Events:**

Jody Geist reported that the zoom Book and Author event went very well. 47 tickets were sold and about \$2500 including donations was received. Terry and her daughter Rachel were thanked by the board for their efforts in making this event successful. Jody Geist will send flowers with thanks to both authors for making this event possible.

### **Friends of the Library:**

Terry reported that the discussion with the Friends for funding of the outdoor shed and refurbishing the upstairs office space continues.

### **Director's Report:**

The director's report was previously prepared and emailed. A few items were reviewed by Terry. She reported the staff has been diligently working on maintaining health and wellness for staff and patrons. Terry is also working on organizing an event marking the anniversary of Martin Luther King's "I Have A Dream" speech with the Shelter Island Health and Wellness Alliance.

### **New Business:**

Terry Lucas reported Sara Garcia, the new Youth Services Librarian is completing quarantine. Jo-Ann Robotti made a motion to formally approve hiring Sara Garcia. Seconded by Linda Kraus. Passed unanimously. Terry stated Sara would be introduced to the board at either the September or October meeting.

Discussion of the need to purchase a generator for the library was opened. Discussion included asking for funding from the Friends, obtaining a grant, and asking for funding from patrons. Julia Brennan advised researching site placement of the generator taking into consideration the needed setbacks and placement with potential library expansion in mind. Jo-Ann Robitti suggested the Building and Technology committee meet to do further research on the above and present it to the library board at a future meeting.

Terry Lucas thanked Don Regan for trimming back the bushes and tree.

### **Old Business: None**

Meeting adjourned and the board entered into executive session at 8pm to approve staff salaries for 2021.

Returned to a public meeting at 8:07pm. Julia Brennan made a motion to approve the Shelter Island Library staff salary package as presented for 2021. Bill Martens seconded. Passed unanimously.

### **Adjournment:**

Meeting adjourned at 8:10pm.

Respectfully submitted:

Linda Kraus, Secretary