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

**Shelter Island Public Library Society- DRAFT  
Board of Trustees Meeting  
September 12, 2022  
Minutes of the Meeting**

Jo-Ann Robotti called the meeting to order at 7:01pm.

**Members Present:**

Henry Fayne, Archer Brown, Linda Kraus, Bonnie Berman Stockwell, Don Dunning, Jo-Ann Robotti, Jody Geist, Phyllis Gates, Susan Binder, Marie Bishko, Tom Hashhagen, and Don Regan

**Also Attending:** Terry Lucas

**Excused:** Karyn Ginsberg Greenwald

**Secretary's Report:**

Tom Hashagen made a motion to approve the minutes of the meeting from August 8, 2022. Seconded by Jody Geist. Unanimously passed.

**Public Expression:**

None

**Correspondence:**

Terry Lucas read a note from patron Barbara Barnes. Ms. Barnes held a yard sale and donated the proceeds to the library in the amount of \$1050.

Terry also informed the board that Elizabeth Dickerson Huttman passed and left a bequest to the library. The amount is not known at this time but will go into the Fund for the Future when received.

### **Treasurer's Report:**

Don Regan delivered the Treasurer's Report. The previously distributed Warrant Report and Budget vs. Actual Statements were reviewed and a few items explained.

The Niche Academy cost is for online video tutorials. This site should drive more traffic to our online resources.

On the P&L the Capital items are for repairs made at the library to include the HVAC system, the hot water heater, cesspool cleanout, plumber, etc.

The Annual Appeal has done well this year. It is the second year that the mailing was to all Shelter Island Resident post office boxes. The library staff is tracking how many donations we receive from first time donors.

Phyllis Gates made a motion to approve the Treasurer's Report. Seconded by Bonnie Berman Stockwell. Unanimously passed.

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

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

Terry Lucas stated the planned White Elephant Extravaganza is canceled and will be rescheduled for Spring 2023.

The Friends have planned the Christmas Holiday Extravaganza and Christmas Market for Saturday December 10, 2022.

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

Terry reported that she is working on the Special Report. The mailing will go to every post office box at the end of the week.

Terry reported 2 part time persons have been hired. Taylor Gabrovic will work Monday and Tuesday 9am-2pm and Judith Christ will start in October and work Thursday and Friday mornings.

The library will host an information session on the budget. The event will take place at the library on Wednesday September 28, 2022 at 5pm.

### **Planning Committee:**

Linda Kraus discussed a community member's concern regarding the proposed expansion. This patron is a frequent library user. She expressed her concern over the potential increase in her taxes as she is retired and on a fixed income. Discussion followed. Don Regan stated he would work up some potential numbers. Point of information was that pledging will happen before the vote to afford a better estimate of the funds needed.

### **Special Events:**

Linda Kraus reported the Tennis Tournament was a success. 19 teams participated. The gross was \$11,015.52 - net \$9,266.087. Special thanks to Chuck Kraus, Terry Lucas, Don Dunning, and Bonnie Berman Stockwell.

Jody Geist informed the board the Book and Author Luncheon will be held Saturday, September 24, 2022 at 12:30 at the Ram's Head Inn. The author and guest speaker is Ken Auletta. Tickets for the luncheon are \$75.

### **New Business:**

Henry Fayne presented the updated Library Investment Policy for all to review. Don Regan made a motion to approve the updated Library Investment Policy. Seconded by Henry Fayne. Unanimously approved.

Discussion followed regarding Library Board meeting date and time changes. All agreed starting with the January 2023 meeting the new dates will be January 9, February 13, March 20, April 17, May 15, June 12, July 17, August 21, September 18, October 16, November 20, December 18. The time will also change to 5pm in the winter and 7pm in June, July and August.

Linda Kraus made a motion to set the Expansion Vote Date as June 17, 2023. Seconded by Jody Geist. Unanimously approved.

Discussion followed regarding continuing Cyber Liability Insurance. Terry reported the rate has increased from \$1100 per year to \$2200 per year. Terry

stated she would get more information as to what other libraries were doing and report next month.

Discussion followed regarding the extension of a staff member's unpaid leave. All agreed to extend the leave until the end of 2022 then revisit the situation.

Open board positions for 2023 were discussed. Trustee Marie Bishko will be unable to continue. Archer Brown, Phyllis Gates, and Don Dunning will continue to serve. Therefore, there will be one open board member slot. Jo-Ann Robotti expressed that it would be helpful to fill that spot with a community member who was experienced in fundraising and running a Capital Campaign. This position will be filled at the annual meeting in January 2023.

Linda Kraus motioned to adjourn the meeting. Seconded by Jody Geist. Unanimously passed.

Meeting adjourned 8:17pm

Respectfully submitted,  
Linda Kraus  
Secretary