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**SHELTER ISLAND PUBLIC LIBRARY SOCIETY
BOARD OF TRUSTEES MEETING
June 11, 2018**

MINUTES OF MEETING

Board members present: Dave Roggie, Don Dunning, Bill Martens, Brett James Peter Farrar, Brett James, Judy Hole-Suratt, Tom Hashagen, Julia Brennan, Charlie Weiner, Jody Geist, Mary-Faith Westervelt, Linda Kraus, and Mike Bebon

Board members excused: None
Also attending: Terry Lucas, Library Director

President Dave Roggie called the meeting to order at 7:00pm.

Secretary's Report:

The minutes of the previous meeting, prepared and distributed in advance, were approved unanimously.

Public Expression: No members of the public wished to address the Board.

Correspondence: None

Treasurer's Report:

The previously distributed Warrant Report, Income Statement, and Income Statement– Capital Endowment reports were presented by the Treasurer. Several warrants were explained. It was noted that adult programs are on budget, the total program revenue is on track to budget and total expenses are running slightly under budget. Building maintenance and repair continues to run above budget due to the aging infrastructure. The Treasurer's report was unanimously approved.

Investment Report:

Performance of the portfolio is flat with a 1.2% return year to date. Equities now are 68% of the portfolio, slightly below the 70% target. The UBS account manager will provide a more detailed report at the July meeting. Information will be provided to the Board in advance of the meeting

Friends of the Shelter Island Library Report:

Friends has not met since the last meeting. They will meet on June 22nd. They are working on a fund raising event for Tent Week. Friends reimbursed the Library for about 30 items of artwork for the Children's Library done by a local artist.

Strategic Planning:

Community engagement activities continue. The Director briefed members of the Garden Club. A

Board member and the Director will present an overview of the Strategic Plan to the Town Supervisor this week.

Facilities Committee Report:

The decision on side door replacement and rekeying is to postpone until September to minimize disruption during the very busy summer months. Flanders performed a maintenance inspection on the AC system and identified two items requiring additional work; replacing a poorly functioning thermostat and chemical cleaning of the Trane condenser coils.

Director's Report:

A full report was prepared and distributed in advance. The Director summarized some highlights. The ability for the Library to serve the community as a Passport Office is nearing completion and is expected to be functioning in July. Everyone will be enrolled in "Auto-Renewal". If you have a book on which there is a hold, you will receive an email notification. Using Altice to provide fiber-optics to the Library would quadruple current cost and was deemed excessive. Increasing internet speed with Optimum is being explored as an alternative. A donor left \$5,000 to the Library for use for audio books and a children's art program. The Director thanked two Board members for their work on the Fake News program.

Human Resources Committee:

The committee reviewed the Director's recommended salary increases for each employee for 2019 and considered them reasonable and recommended approval. It was noted that medical insurance costs continue to climb and a large part of the budget increase is due to this factor. A motion to approve the salary pool of \$512,059.00, inclusive of increased salaries, health insurance, and payroll taxes was unanimously approved.

Proposed Budget for 2019:

Two alternative budgets were provided for discussion. The majority of the costs are the human resources costs of increased salaries, health insurance, and payroll taxes, which were the same in both scenarios. After discussion of both budgets, the budget reflecting actual expected costs, indicating a 4.5% increase, was unanimously approved.

Special Events:

Work has continued on arranging the details for the Tennis fundraiser event. The school tennis courts will be used. The Flying Goat restaurant has agreed to donate the food. There will be 16 teams. The Friday Night Dialogues Anniversary Celebration "A Decade of Dialogues" will be held on September 7th at the Library, under a tent. The Perlman Music Program will provide music. Bill Friedman, who started the series in honor of his deceased wife will speak briefly. The event will be moved indoors if necessary due to inclement weather. A Board member suggested considering Salt as a possible venue.

An event with the Bucks is being arranged for July 9th.

Adriana Trigiani has agreed to be the speaker for the Book and Author luncheon in 2019. Willie Geist will interview her.

Adjournment

The meeting was adjourned at 8:11pm.

Respectfully submitted by: Michael J. Bebon, Secretary