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

**SHELTER ISLAND PUBLIC LIBRARY SOCIETY  
BOARD OF TRUSTEES MEETING  
JULY 8, 2019  
MINUTES OF THE MEETING**

**BOARD MEMBERS PRESENT:** Dave Roggie, Don Dunning, Linda Kraus, Bill Martens, Judy Hole-Suratt, Mary Faith Westervelt, Mike Bebon, Julia Brennan, Tom Hashagen, Jody Geist, Brett James, Peter Farrar

**ALSO, ATTENDING:** Terry Lucas, Library Director

President Dave Roggie called the meeting to order at 7:02 pm

**PUBLIC EXPRESSION:** No members of the public were present.

**SECRETARY'S REPORT:** The minutes of the June 10, 2019 meeting, prepared and distributed in advance, were approved unanimously.

**CORRESPONDENCE:** Terry Lucas read thank you notes from a child for a museum pass and from another patron who was moving off Shelter Island.

**TREASURER'S REPORT:**

The treasurer's report was delivered by Bill Martens. The previously distributed warrant report was reviewed and a few items explained. In the fall we will arrange to meet the new bookkeeper.

The Profit and Loss Statements were presented, reviewed and a few items explained. It was noted that Overdrive is one of the largest expenses as usage is up 25%. Tom Hashagen made a motion to approve treasurer's report. Seconded by Don Dunning. Unanimously approved.

### **FRIENDS OF THE SHELTER ISLAND LIBRARY REPORT**

A written report from the Friends was distributed and discussed. Terry Lucas reported the Friends are proceeding with the shed and purchasing a barbecue. Tent week will be occurring next week and they need support for their events. The Suds and Song event is Friday 7/19.

**FACILITIES COMMITTEE:** Don Dunning reported work will be done to the outdoor hose connection to make it more accessible.

**PLANNING COMMITTEE:** Julia Brennan presented the letter from BHC documenting their presentation. Letter was distributed to all.

**SPECIAL EVENTS:** The Book and Author luncheon was a great success and the board expressed its thanks to all involved, especially Jody Geist and her family. The net from this event was \$8793.70. The money will go into the "Fund for the Future." Jody suggested that next year the price of the ticket be higher to make up for the country club's service charge. Linda Kraus reported the Tennis Tournament is planned for Saturday August 17, 2019.

**DIRECTOR'S REPORT:** The director's report was previously prepared and distributed. A few items were explained by Terry.

### **NEW BUSINESS:**

The Shelter Island Public Library Society proposed 2020 Operating Budget was presented by Bill Martens and reviewed. A few items were explained. The Patterson fund has given us flexibility in managing our cost. Passports are doing well. Kanopy has steady use and the library will be promoting more in the fall. Professional fees are down now that we have a technology person on staff. Staff expenses are up 15% due to health insurance cost and pensions. Fines are down due to auto renewal. Mike Bebon moved to approve the budget. Seconded by Tom Hashagen. The motion was unanimously approved.

### **APPROVE CHOICE OF ARCHITECT:**

Julia Brennan answered some questions regarding the BHC presentation. She asked all to read the presented letter regarding a feasibility study and notify her of any questions. Further action on the proposal tabled to next meeting.

**SPECIAL REPORT:**

Peter Farrar reported the Special Report prepared in conjunction with the library budget will be sent out two weeks prior to the vote scheduled for October 19, 2019.

**WASTER DISPOSAL SYSTEM:**

Mike Bebon, who is a member of the Water Advisory Committee, asked if he could engage conversation with the committee on behalf of the Library Board to explore innovative waste treatment systems. Tom Hashagan will also check with Sara Gordon at Sylvester Manor regarding their waste system. Terry Lucas will check into any grants that may be available through NY State. All present expressed support of exploring waste treatment options.

**LIBRARY FINES:**

Terry discussed eliminating library fines as of 1/2020. Discussion followed. Greenport and Bridgehampton are fine free. Auto renewal is in effect and fines are not a significant revenue stream. The thought is some people don't want to use the library as they have accrued fines. The library does not want to do anything to keep people away. If a book is late for a few weeks the user will get a lost book notice to pay for the book. If the book is returned, however, there will be no late fee. Jody Geist moved to eliminate late fines as of September 1, 2019. Seconded by Mike Bebon. Unanimously approved. Terry will prepare a policy to address fines and fees.

**OLD BUSINESS:**

Charlie Weiner has officially retired from the Board. The Board expressed its gratitude for his years of dedicated service to the library. Peter Farrar will be moving as of August, 2019. Don Dunning's term is up in January 2020.

**ADJOURNMENT:**

The meeting was adjournment at 8:35pm.

Respectfully submitted by Linda Kraus, Board Secretary