



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 SOCIETY
BOARD OF TRUSTEES MEETING
SEPTEMBER 9, 2019
MINUTES OF THE MEETING**

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

ALSO ATTENDING: Terry Lucas, Library Director, Jill Bobigan UBS Financial Advisor.

President Dave Roggie called the meeting to order at 7:07pm

SECRETARY'S REPORT: The minutes of the August 12, 2019 meeting, prepared and distributed in advance, were approved unanimously.

Bill Martens introduced Jill Bobigan to the board. Ms. Bobigan handles the Patterson account for the Library. The library is entitled to the interest and dividends from this account but the principal must remain intact. Ms. Bobigan presented the Client Review as of September 6, 2019. The review was explained and discussed. All agreed Ms. Bobigan was doing a fine job managing the account.
Ms. Bobigan was thanked for her attendance and then left the meeting.

PUBLIC EXPRESSION: No members of the public were present.

CORRESPONDENCE: No correspondence

TREASURER'S REPORT:

Bill Martens delivered the treasurer's report. The previously distributed warrant report was reviewed and a few items explained.

The Professional Development- training regarding sexual harassment is a program required by state law that the library staff needs to complete. Trustees are encouraged to take this training as well.

The Profit and Loss statements were presented, reviewed, and a few items explained.

Tom Hashagen made a motion to approve the Treasurer's report. Seconded by Mike Bebon. Unanimously approved.

FRIENDS OF THE SHELTER ISLAND LIBRARY REPORT:

A written report from the Friends was distributed and reviewed by Terry Lucas. Terry reported the Friends continue to work on obtaining the necessary permits for the new shed. They will also be fixing up the old shed.

The grant request for the Santa's Workshop and Holiday Extravaganza was approved.

FACILITIES COMMITTEE:

No reported issues.

PLANNING COMMITTEE:

Julia Brennan reported the committee has a meeting and is working on a "statement of work" The committee is open to feedback from the trustees.

SPECIAL EVENTS:

Linda Kraus reported the tennis tournament was a success. There was a total of 11 teams. Last year 16 teams registered and 15 competed. There was more sponsorship this year. We will be working on using

other courts for next year. The tennis tournament made about \$4700.00 after expenses.

DIRECTORS REPORT:

Terry reported interviewing for new cleaners for the library. Terry requested board approval for Staff Development Training from 9 to 1 on Thursday October 24, 2019. The library would close during that time. The staff will have an EAP workshop. They will be able to review the new tech items, virtual reality and other programs available in the library. Lunch for the staff would come out of professional development funds. Julia Brennan moved to approve the Staff Development Training. Seconded by Jody Geist. Unanimously approved. CPR and AED in-service will be offered by Mary Karnavogel on a Sunday in early November.

NEW BUSINESS:

Special Report in process. There will be a printed Spanish version available at the circulation desk.

For the near future, Jocelyn and Terry will be writing the Friday Night Dialogue articles. However, if anyone would like to write an article please make them aware.

Approval of the presented 2020 Days Closed. Motion made by Julia Brennan, Seconded by Mike Bebon. Unanimously approved.

Approval of presented 2020 Board Meetings Days. Motion made by Julia Brennan, Seconded by Jody Geist. Unanimously approved.

Vaccinations for children was discussed. Terry Lucas reported the library cannot refuse admittance into the library however, the library

will post signage to discourage coming to the library if you have been ill or contagious.

Development Committee- The development committee consists of Judy, Jody, and Brett. A replacement chairperson is needed. The fundraising leadership letter would be the first event to be addressed. Jody was name chairperson.

Linda Kraus asked if the library would host the film One Big Home in cooperation with the Community Preservation Fund (CPF). Terry reported that she has also been approached and Jocelyn is working on coordinating a showing with the CPF.

OLD BUSINESS:

Trustee replacements. Two persons are needed. Discussion followed as to some viable candidates.

ADJOURNMENT:

The meeting was adjourned at 8:15pm

Respectfully submitted by Linda Kraus, Board Secretary