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

**Shelter Island Public Library
Board of Trustees Meeting
June 8, 2020
Minutes of the Meeting**

t, Julia Brennan, Tom Hashagen, JoAnn Robotti, Barbara Graves, Don Regan, Dave Roggie called the meeting to order at 7:05pm. Zoom meeting format. Meeting recorded.

Board Members Present: Dave Roggie, Linda Kraus, Bill Martens, Judy Hole-Surratt, Mary Faith Westervel

Excused: Jody Geist, Phyllis Gates,

Also attending: Terry Lucas

Secretary's Report: Don Regan made a motion to approve the minutes of the May 11, 2020 meeting that were previously prepared and emailed to all in advance. Seconded by Julia Brennan. Passed unanimously.

Public Expression: None

Correspondence: None

Treasurer's Report:

Bill Martens delivered the Treasurer's Report. The previously delivered warrant report was reviewed and a few items explained. The profit and loss statements were presented, reviewed, and few items explained. Julia Brennan moved to accept the Warrant Report and Profit and Loss Statement as reported. Don Regan seconded. All in favor.

Friends of the Library:

Terry Lucas reviewed a written report from the Friends and a few items were explained. The Friends received two grant requests from the library. The first for \$1000 to fund a one-year subscription to a new on-line learning platform called Universal Class. Classes are offered on diverse subjects providing the opportunity to work at your own pace and inter-act with a live online instructor.

The second grant is for \$600 for the Library's Summer Reading Program.

The Friends in collaboration with the Shelter Island Town offered a drive-in movie at Wades Beach. This has been well received by the community.

Facilities and Technology Report:

Julia Brennan reported a walk through the library with Terry in regards to the staff returning to work in relation to COVID precautions.

Don Regan explained the benefits of upgrading the air filtration system at the library.

Don Regan made a motion to have Flanders Heating and Air Conditioning Company install a new upgraded air filtration system. Judy Hole Surrat seconded. Passed unanimously..

Directors Report:

The Director's Report was previously prepared and reviewed. A few items were explained.

Monica Worthington retired after a long career. We will be sending flowers to her.

David Beales resigned as Youth Services Librarian effective June 9th.

Barbara Brigham will be taking a leave of absence for family health reasons. The library will be somewhat short staffed but the staff is prepared and enthusiastic about returning to the library.

Julia Brennan along with the rest of the board saluted and thanked Terry and the staff for their tireless and amazing work in continuing to reach out to the community with the expanded virtual platforms during this pandemic

New Business:

The Benefits of Employment Policy previously prepared and emailed to all was reviewed. A few items explained. JoAnn Robotti moved to accept the policy with minor changes as indicated. Don Regan seconded. Unanimously approved.

The Patron Behavior Policy previously prepared and emailed to all was reviewed. A few items explained. JoAnn Robitti moved to accept the policy with minor changes as indicated. Don Regan seconded. Unanimously approved.

The 2021 Budget was discussed in regard to tax increase. JoAnn Robitti made a motion to go forward with the 2021 Library Budget with no tax increase. Bill Martens seconded. Unanimously approved.

The Reopening Plan previously prepared and emailed was discussed. Julia Brennan moved to accept the Reopening Plan. Don Regan seconded Unanimously approved.

Old Business:

Terry Lucas reported discussion regarding the Book and Author Luncheon was in progress.

Jody Geist has been in touch with Adriana Trigiani looking into a webinar format with Adriana interviewing an author. A date has not been established. Don Regan mentioned that the use of Vimeo or Zelle may be an effective and easy method of collecting the ticket cost.

Adjournment:

Don Regan moved to adjourn the meeting. Bill Martens seconded. Unanimously approved.

Meeting adjourned at 7:43pm

Respectfully submitted,
Linda Kraus
Secretary

