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

**Shelter Island Public Library Society
Board of Trustees Meeting
November 9, 2020
Minutes of the Meeting**

Jo-Ann Robotti called the meeting to order at 7:01pm. Zoom meeting format. Meeting recorded.

Board Members Present:

Linda Kraus, Bill Martens, Mary Faith Westervelt, Tom Hashagen, Jo-Ann Robotti, Phyllis Gates, Don Regan, Dave Roggie, Jody Geist, Barbara Groves, Judy Hole Suratt, Julia Brennan

Also Attending:

Terry Lucas

Secretary's Report:

Dave Roggie made a motion to approve the minutes of the October 19, 2020 meeting, previously emailed. Seconded by Bill Martens. Unanimously approved.

Correspondence:

Terry read a letter of thanks from Carrie Cooperider.

Public Expression:

None

Treasurer's Report:

Bill Martens delivered the Treasurer's report. The previously distributed warrant report and profit and loss statements were reviewed and a few items explained. Bill reported the warrants were high considering, among other items, there were 3 payrolls last month instead of 2. The annual appeal is doing well. The Budget is in good shape. The quarterly investment review is scheduled for November 24th and will be reviewed at the next meeting.

Tom Hashagen moved to accept the warrant report and profit and loss statements as presented. Seconded by Phyllis Gates. Passed unanimously.

Friends of the Library:

Terry Lucas reported there will be no virtual Turkey Plunge this year. Terry has been discussing with the Friends funding to purchase a shed identical to the Friend's new shed.

Director's Report:

Terry Lucas reported that at next month's meeting the board will be asked to approve the SCLS Budget. Terry will be sending a copy via email to each board member for review prior to that meeting.

Terry presented some approximate numbers of patron visits to the library in comparing 2019 to 2020. The numbers are down due to the pandemic. Curbside pickup continues and has been successful and welcomed by the patrons.

New Business:

Jo-Ann Robotti thanked Tom Hashagen for composing the thank you letter from the board to the staff for their dedicated work through the past months. All members of the board were emailed a copy to sign.

Terry Lucas reported the staff was grateful to receive this letter.

Tom Hashagen stated he did have some difficulty accessing and using the printer at the library. Terry said we are currently looking to upgrade to be able to print remotely.

Jo-Ann Robotti reported, with the assistance of school liaison Jackie Dunning, "welcome packets" containing information about the library, were emailed to new families.

Julia Brennan joined the meeting at 7:23pm.

Meeting adjourned to the executive session at 7:24pm. Recording paused.

Returned to a public meeting at 7:35pm.

Phyllis Gates moved to adjourn the meeting. Second by Tom Hashagen. Unanimously passed.

Meeting adjourned at 7:36pm.

Respectfully submitted.

Linda Kraus
Secretary