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

**Shelter Island Public Library Society  
Board of Trustees Meeting  
June 14, 2021  
Minutes of the Meeting**

Jo-Ann Robotti called the meeting to order at 7:00pm.

**Board Members Present:**

Linda Kraus, Julia Brennan, Tom Hashagen, Jo-Ann Robotti, Phyllis Gates, Don Regan, Susan Binder, Henry Fayne, Bonnie Berman Stockwell, Jody Geist, Karyn Ginsberg Greenwald.

**Excused:** Don Dunning

**Also Attending:**

Terry Lucas.

**Secretary's Report:**

Phyllis Gates made a motion to approve the minutes of the meeting from May 10, 2021. Seconded by Henry Fayne. Unanimously approved.

**Public Expression:**

None

**Correspondence:**

None

**Treasurer's Report:**

Don Regan delivered the Treasurer's Report. The Warrant Report and Profit and Loss were reviewed and a few items were explained.

The remaining Patterson money has been transferred into the library's UBS account.

Don Regan explained the library's investment policy. Discussion occurred. Don Regan moved to amend the library's investment policy to increase equity investment from 70% to a maximum

of 75% with the goal to be in the 70-72% range. The Director is authorized to amend the policy. Seconded by Henry Fayne. All in favor. Unanimously approved.

The summer intern program was discussed. The summer intern will get paid if grants become available. The summer intern often assists the children's librarian and helps with the many summer programs.

Tom Hashagen made a motion to approve the Warrant Report and Profit and Loss Statements. Julia Brennan seconded. Unanimously approved.

**Committee Reports (material not covered in board packets):**

Friends of the Library:

No additional discussion on the presented report.

**Finance Committee:**

Don Regan gave a brief overview of the Library's umbrella insurance policy. The umbrella policy is a 4 million dollar policy. The library will add a cyber insurance policy to its coverage.

**Special Events Committee:**

Linda Kraus reported the Tennis Tournament is set to occur on Saturday August 21, 2021 at the town tennis courts. Round robin event starting at 8am. Mousse Drame has agreed to again assist in this event.

Jody Geist reported on the Book and Author event. The event will again be virtual and Willie Geist has agreed to assist. Tentative dates include September 19 or 26th at 5pm.

**Facilities and Technology Committee:**

Terry reported that while the Water Quality report showed higher levels of Chlorides, the water should be acceptable for bathroom and kitchen use. The staff and patrons do not drink the water.

**Planning Committee:**

Julia Brennan reported the committee has met. The committee will be looking to get feedback from the community members on the committee in regard to the expansion project.

**Director's Report:**

Terry Lucas reported the Sag Harbor Cinema and Cycling will be presenting an outdoor movie and bike clinic on July 25.

Terry met with PO Sean Clark along with other community leaders and representatives of the Spanish speaking population. The goal included assessing the needs of that population and where assistance can be provided. Terry reported a Spanish speaking library volunteer will assist in teaching English and computer use.

Terry will also assist in issuing library cards for access to the Pronunciator language program. Passport assistance will be available for children born in the United States.

Julia Brennan suggested sending flyers to major employers to make them aware of the services available.

Don Regan expressed his support of the library sign stating “ We are more than just books”.

**New Business:**

Don Regan reviewed the 1st draft of the 2022 Budget which includes a 4.75% increase. It was noted there was no increase in the 2021 Budget. Henry Fayne made a motion to approve the presented Budget for 2022. Seconded by Jody Geist. All in favor. Unanimously approved.

Terry Lucas reviewed the presented Amendment to the Shelter Island Public Library Reopening Plan. Terry reported she would keep the board updated at monthly meetings in regard to opening changes. Julia Brennan moved to approve the Amendment to the Shelter Island Public Library Reopening Plan. Seconded by Karyn Ginsberg Greenwald. Unanimously approved.

Jo-Ann Robotti motioned to approve appointing Jody Geist as Vice-President for the remaining 6 months of Judy Hole-Surratt’s term. Seconded by Don Regan. Unanimously approved.

**Old Business:**

Terry Lucas discussed the Library’s Disaster Plan with Chief Jim Read. The police department suggestions were reviewed and incorporated into the Disaster Plan posted on the Library’s web page.

Julia Brennan asked the board to consider, as we move forward with the expansion project, the viability of the Book Sale Room. We also need to be sensitive to the history and the many volunteers who staffed this room.

Don Regan moved to adjourn the meeting. Seconded by Jody Geist. All in favor.

**Meeting adjourned at 8:40pm.**

Respectfully submitted,

Linda Kraus  
Secretary