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

**Shelter Island Public Library Society
Board of Trustees Meeting
January 10, 2022
Minutes of the Meeting**

Jo-Ann Robotti called the meeting to order at 6:48pm. Meeting held in person and Zoom format. Meeting recorded.

Board Members Present:

Tom Hashagen, Jo-Ann Robotti, Don Dunning, Henry Fayne, Phyllis Gates, Don Regan and Archer Brown in person. Linda Kraus, Susan Binder, Bonnie Berman Stockwell, Karyn Ginsberg, and Jody Geist via zoom.

Also Attending:

Terry Lucas in person.

Secretary's Report:

Henry Fayne moved to approve the minutes of the December 13, 2021 meeting. Seconded by Phyllis Gates. Unanimously passed.

Public Expression:

None

Correspondence:

Terry read a card from the library staff to the Trustee with thanks for their bonuses.

Treasurer's Report:

Don Regan delivered the Treasurer's Report. The Warrant Report and Profit and Loss vs. Actual-General were reviewed and a few items explained. Of note, the Community Relations charges were holiday tips to persons other than staff who did work for the library. Alaska Air charges were for a PLA Conference in March, 2022.

In reviewing the 2021 budget it was noted that adult program costs were higher because we paid presenters to do Zoom programs online in lieu of tapping into our local community for Friday Night Dialogues at the library. Adult programs are budgeted slightly higher in 2022.

Jo-Ann Robotti reported donations to the library have been very good. The community is recognizing the quality programs presented along with the hard work of the library staff. Tom Hashagen suggested making sure to catalog all forms of thanks, i.e. cards, emails, notes, for future use.

Don Regan stated the last of the dividends and interest from the Patterson account for 2021 has been received. As previously discussed, some money in the UBS account has been moved from equity to cash.

Tom Hashagen made a motion to approve the Treasurer's Report. Seconded by Henry Fayne. Unanimously passed.

Committee reports (material not covered in the board packet)

Friends of the Library:

Terry reported the money from the Brooks Endowment was transferred into the library's account.

Director's Report:

All items were covered in the written report.

Facilities and Technology Report:

Tom Hashagen suggested that the library work to educate the community regarding the current discussion on wastewater treatment and maintaining safe and clean drinking water. Discussion followed including making information available on the library web site, providing facts and information sheets at the library, and offering programs discussing these issues. All agreed this was a great idea.

Terry Lucas and Don Dunning will meet with the architect on 1/11/2022 to discuss the proposed renovation. They will then meet with the library Planning Committee to discuss further. Terry has also been in touch with a fellow librarian whose library has gone through the renovation process who will act as a mentor through the process.

New Business:

Terry informed the trustees that the Trustee Book Club will be monthly through June via Zoom. These meetings will be recorded. Under NY State law, library trustees will be required to engage in continuing education.

The Shelter Island Library Board of Trustee Annual Meeting will be in a Zoom format Saturday 1/15/2022 at 10am.

The Slate of Trustees is as follows. All are for a 3 year term.
Jody Geist, Tom Hashagen, and Don Dunning.

There is no change in the trustee officers.

President- Jo-Ann Robotti
Vice President- Jody Geist
Treasurer- Don Regan
Secretary-Linda Kraus

Jo-Ann Robotti opened a discussion regarding Goals for 2022. Goals discussed are:

- Laying a foundation for the building expansion.
- Working more closely with the school.
- Continue to examine the lessons learned in the last 2 years of the pandemic.
- Provide the highest level of patron services ie. vaccine clinics, ESL along with babysitting services to make the ESL program accessible to those in need.
- Examine how to reach non library users to educate and get their support.

Some suggestions:

- Tom Hashagen suggested advertising in the Shelter Island Reporter to make the public aware of the library's services.
- Provide an incentive to patrons to bring a friend to the library.
- Become more proactive and in tune to the needs of our patrons.
- Better outreach into the community.
- Display of trustee book picks.
- Reaching out to previous grant donors to examine if further funds may be available.
- Training a trustee to assist in grant writing.

Adjournment:

Don Dunning made a motion to adjourn the meeting. Seconded by Archer Brown. Unanimously passed.

Meeting adjourned at 7:50pm

Respectfully submitted,

Linda Kraus
Secretary