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

**Shelter Island Public Library Society
Board of Trustees Meeting
March 20, 2023
Minutes of the Meeting**

Henry Fayne called the meeting to order at 5:02pm.

Members Present:

Archer Brown, Linda Kraus, Jody Geist, Phyllis Gates, Susan Binder, Tom Hashagen, Bonnie Berman Stockwell, Karyn Ginsberg Greenwald, Henry Fayne, Marianne Carey and Don Dunning.

Also Attending: Terry Lucas

Excused: Jo-Ann Robotti, Don Regan

Secretary's Report:

Susan Binder made a motion to approve the minutes of the meeting from the February 13, 2023 meeting with a few minor changes and the minutes from the March 2, 2023 special meeting with no changes. Seconded by Karyn Ginsberg Greenwald. Unanimously passed.

Public Expression:

None

Correspondence:

Terry Lucas read a letter of thanks from a library patron to the library staff for their assistance.

Treasurer's Report:

Henry Fayne delivered the Treasurer's Report. The previously distributed Warrant Report and Budget vs Actual Statements were reviewed and a few items explained.

Karyn Ginsberg Greenwald moved to accept the Treasurer's report. Seconded by Archer Brown. All in favor.

New Business:

State Report:

Don Dunning made a motion to approve the previously distributed State Report. Seconded by Jody Geist. Unanimously passed.

Sick Leave Policy:

Susan Binder made a motion to approve the previously distributed Sick Leave Policy. Of note, the policy has been adjusted to comply with New York State law. The Sick Leave Policy now allows the covered employee to roll over up to 40 hours of unused sick leave into the following year. Sick leave may also be used for other situations such as "safe leave". When an employee leaves their position the remaining sick leave is not paid out. Motion seconded by Archer Brown. All in favor.

Bond Counsel Authorization:

Terry Lucas discussed the need and the benefits of hiring a professional to assist and manage the financing with DASNY for the renovation and expansion. William Jackson is experienced with working with DASNY. A motion was made by Marianne Carey motioned to hire Jackson. Seconded by Karyn Ginsberg Greenwald. All in favor.

Committee Reports (material not covered in board packet):

Director's Report:

Terry Lucas commented on the success of the Mardi Gras Party at the Library with over 25 people attending. Terry stated the upcoming vote and expansion project remains a major focus.

Planning Committee and Old Business:

Karyn Ginsberg Greenwald reported on her discussion with Yasmine Falk. Ms. Falk helps non profits with branding and fundraising. Some points stressed by Ms. Falk and discussed by the board include:

- Important to get people out to vote.
- Answer the question "Why now?" (for the expansion)
- Identifying leadership to support the fundraising effort.
- Mark the date of April 15, 2023 for a public meeting with the Architects and Construction manager at the library at 10am.
- Mark the date of April 13, 2023 for an open house at the library at 6pm.

- Release of the movie made with the students supporting the expansion project in mid March.
- After the vote professional fundraising help would be beneficial even if on a part time basis.
- Marianne Carey will coordinate the hosting of gatherings. Target weeks in May.
- Provide information to the public on voter registration and how to obtain an absentee ballot if needed.
- Checking to see if the voter registration role can be cross referenced with library cardholders.
- Information tables at the Farmer's Market, IGA, and outside the Library on Memorial Day.
- Increase letters of support for the project in the Shelter Island Reporter.

Adjournment:

Susan Binder moved to adjourn the meeting. Seconded by Don Dunning. All in favor. Meeting adjourned at 6pm.

Respectfully submitted:

Linda Kraus

Secretary