



37 North Ferry Road
PO Box 2016
Shelter Island, NY 11964
631-749-0042

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

**SHELTER ISLAND PUBLIC LIBRARY SOCIETY
BOARD OF TRUSTEES MEETING
May 14, 2018**

MINUTES OF MEETING

Board members present: Dave Roggie, Don Dunning, Bill Martens, Peter Farrar, Brett James, Judy Hole-Surratt, Tom Hashagen, Julia Brennan, Charlie Weiner, Jody Geist, Mary-Faith Westervelt, Linda Kraus, and Mike Bebon

Board members excused: Brett James
Also attending: Terry Lucas, Library Director

President Dave Roggie called the meeting to order at 7:03pm.

Secretary's Report:

The minutes of the previous meeting, prepared and distributed in advance, were approved unanimously.

Public Expression: No members of the public wished to address the Board.

Correspondence: None

Treasurer's Report:

The previously distributed Warrant Report, Income Statement, and Income Statement– Capital Endowment reports were presented by the Treasurer. Several warrants were explained. It was noted that the total amount of the warrants for February were typical for a month under the new 2018 budget. Contributions and program revenue (other than tax receipts) are running slightly below plan but overall program revenue is tracking to budget due to receipt of 50% of Town funding. Staff expenses are on budget. Most expense accounts are running at expected levels, with the Children's program and building repair and maintenance slightly higher. Overall expenses are on track. The Treasurer's report was unanimously approved.

Investment Report:

UBS views the market as healthy despite recent volatility so the current asset allocation mix will be maintained, with a slight increase in the equity percentage from 65-70%. Additional cash will be moved into 36 month CDs.

Friends of the Shelter Island Library Report

Friends has provided \$9,328 for various requests from the Library. Work is in progress on a fundraising event planned for July 6th. The recent membership drive was successful.

Strategic Planning

Two Board members presented the Strategic Plan to the Lions Club Board. A presentation was also made to the Library staff on the Plan. The Community Engagement Plan is being finalized and dates arranged for presenting the Plan to other groups.

Facilities Committee Report

The front door was damaged in the recent storm by high winds. The door blew open and the closer tore off the door. This was repaired at a cost of \$3,000 due to damage of the associated electrical handicapped controls. The insurance company reimbursed \$1700 of this cost; higher than anticipated. Quotes have been received for the side door replacement. The expected cost will be about \$6,000. An estimate has also been received to re-key all doors and provide the ability to lock down from the inside. The estimated cost is \$6,000. The Committee was requested to investigate electronic locks that could be periodically reprogrammed to enhance security (vs trying to control actual keys).

Director's Report

A full report was prepared and distributed in advance. Terry Lucas summarized some highlights. The ability for the Library to serve the community as a Passport Office is nearing completion and is expected to be approved in June. Students are taking an Advanced Placement Calculus test at the Library as part of growing the relationship between the Library and the school. People using the Library's parking lot for Town Hall functions is becoming a problem. Terry spoke with the Town Clerk on the issue. Altice may be able to provide fiber optics to the Library. This will require some additional funding for their "Lightpath" service. Terry will report back to the Board at the June meeting.

Library Budget Vote Date

A motion to select Saturday October 27, 2018 as the date for the Library Budget vote was unanimously approved.

Vote to Exceed Tax Cap

A motion to authorize exceeding the 2% tax cap as part of the development of the 2019 budget was unanimously approved. Cost growth will be minimized.

Special Events

An idea to organize a tennis tournament during the summer as a fundraiser was presented. This would be a one day event with a donation of \$125 per person. It would be teams not mixed doubles. The school tennis courts would be used. Food would be provided for breakfast and lunch along with tables and chairs and a tent. Local restaurants would be asked to donate food. Players would be given T shirts. August 18th was suggested as a date since it is the day of the annual Chicken BBQ and more people would likely be on the Island that day. A motion to move forward with planning this event was unanimously approved. Linda Kraus will be assisted by Don Dunning and Jody Geist.

The event to mark the 10th anniversary of Friday Night Dialogues will be held Friday September 9th. A cocktail party is being planned. The event will be a fundraiser.

Adjournment

The meeting was adjourned at 8:11PM.

Respectfully submitted by: Michael J. Bebon, Secretary