

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

May 15, 2019

7:30 p.m.

MINUTES

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:31 p.m. by Orlando Maione, Board President. The following trustees of the Board, consisting of a quorum, were present: Deborah Blair, Vice-President; Christopher Fletcher, Treasurer; Carol Leister, Secretary; Linda Josephs, Anthony Parlatore, Richard Russell, Suzanne Shane, and David Douglas. Also present was Ted Gutmann, Library Director.

The Pledge of Allegiance was recited.

I. PERIOD OF PUBLIC EXPRESSION

No one from the public wished to speak.

II. MINUTES

Mr. Parlatore made a motion to accept the minutes from the Board meeting on April 17, 2019, seconded by Ms. Josephs and passed unanimously.

III. PRESIDENT'S REPORT

Mr. Maione gave a brief report on the Sustainability in Libraries Discussion at the South Huntington Public Library on April 30th, which both he and Mr. Gutmann attended.

IV. TREASURER'S REPORT & APPROVAL OF WARRANTS

Mr. Fletcher reported that the budget is in good shape.

Mr. Fletcher made a motion to approve the warrants as submitted, seconded by Mr. Russell and passed unanimously. Mr. Parlatore made a motion to accept the Treasurer's report, seconded by Mr. Russell and passed unanimously.

V. DIRECTOR'S REPORT

The attached Director's report was read and discussed.

VI. COMMITTEE REPORTS

Buildings and Grounds: Mr. Maione gave a brief report detailing the recent thermal roofing scan with good results. The report showed that the roof does not need complete replacement. A roll-on or pressed down material is recommended to be installed over the existing rubber membrane roofing material.

Personnel: No report

Investment: No report

VII. OLD BUSINESS

- Cafe Project - The architect will have sketches available in June.
- Report from Nominating Committee – Ms. Leister reported that the Nominating Committee recommends that the current officers (Orlando Maione, President; Deborah Blair, Vice President; Christopher Fletcher, Treasurer; Carol Leister, Secretary) serve for another year, and that the three trustees whose terms end (Mr. Parlatore, Mr. Russell, and Ms. Shane) all be elected for three year terms. Ms. Leister thanked the other members of the Nominating Committee (Mr. Fletcher and Mr. Douglas) for their time and effort in serving on the Committee. Mr. Douglas made a motion to accept the recommendation of the Nominating Committee, and to re-elect Anthony Parlatore, Richard Russell, and Suzanne Shane for three-year trustee terms, seconded by Mr. Parlatore and passed unanimously.

VIII. NEW BUSINESS

- Election of Trustees / Appointment of Officers (see Old Business)
- Contract with Three Village Central School District
Mr. Parlatore made a motion to authorize the President of the Emma S. Clark Memorial Library Association Board of Trustees to sign the annual contract with the Three Village Central School District, seconded by Ms. Josephs and passed unanimously.
- Updated Voting Policy for employees
New York State recently updated its voting laws with regard to the amount of time an employee is entitled to take for the purposes of voting in elections. The proposed update to the Library policy would bring it in line with New York State Law. Ms. Josephs made a motion to approve the the proposed update to the Library's Voting Policy as presented, seconded by Mr. Fletcher and passed unanimously.
- New York Library Association (NYLA) Sustainable Library Certification Program
Mr. Maione and Mr. Gutmann gave a brief report on the Sustainability Library Certification Program. Discussion ensued, and it was decided that the Library could achieve the same ends on its own, without the additional cost to NYLA. Mr. Parlatore made a motion that the Library not participate in the NYLA program, seconded by Ms. Josephs and passed unanimously.
- Preliminary 2020 Budget
Mr. Gutmann gave a brief report on the 2020 budget. Mr. Fletcher commended Mr. Gutmann on a well prepared and forward thinking budget proposal. Ms. Leister made a motion to accept the 2020 budget as proposed, seconded by Mr. Parlatore and passed unanimously.

IX. Adjournment

Ms. Josephs made a motion to adjourn the meeting at 8:06 p.m., seconded by Mr. Parlatore and passed unanimously.

Respectfully submitted,
Carol Leister, Secretary

Recorded by: Robert Johnson
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