

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

March 16, 2022

7:30 p.m.

Vincent R. O'Leary Community Room

MINUTES

I. CALL TO ORDER

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:32 p.m. by Deborah Blair, President. The following trustees of the Board, consisting of a quorum, were also present: Christopher Fletcher, Vice President; Carol Leister, Treasurer; David Douglas, Secretary; Orlando Maione; Linda Josephs; Anthony Parlatore; Suzanne Shane. Also present was Ted Gutmann, Library Director; Robert Johnson, Acting Recording Secretary. Absent with excuse: Richard Russell.

The Pledge of Allegiance was recited.

II. PERIOD OF PUBLIC EXPRESSION

No one wished to speak.

III. MINUTES

Ms. Leister made a motion to approve the minutes from the regular Board meeting on February 16, 2022, seconded by Mr. Parlatore and passed unanimously.

IV. PRESIDENT'S REPORT

Ms. Blair reported that she attended the virtual Library Advocacy Day on March 2nd and March 3rd, arranged by Long Island Library Resources Council and Suffolk Cooperative Library System. She also reported that unfortunately both of our local representatives, Assemblyman Englebright and Senator Mattera were unable to attend, but that the event was useful in demonstrating to the other representatives in attendance the importance of libraries in their communities and the need for increased support from Albany. Ms. Blair also indicated that she will be in touch with trustees before next month's meeting for the purpose of forming a nominating committee.

V. TREASURER'S REPORT & APPROVAL OF WARRANTS

Ms. Leister reported that all of our bills are paid and everything is up to date.

Mr. Maione made a motion to approve the warrant, seconded by Ms. Josephs and passed unanimously.

VI. DIRECTOR'S REPORT

The attached Director's report was read and discussed.

- **Brookhaven Town - Glass Recycling Bins**

Mr. Parlatore made a motion to politely decline Brookhaven Town's invitation to place glass recycling bins in the Library parking due to potential safety and cleanliness concerns--especially as our lot is adjacent to the Setauket Elementary School property--and based on negative experiences that several trustees had while the bins were located in the Brookhaven Town lot, seconded by Ms. Josephs. Yes: Blair, Fletcher, Leister, Douglas, Josephs, Parlatore, Shane; No: Maione. The motion carried.

VII. COMMITTEE REPORTS

Buildings and Grounds: Mr. Maione reported that the construction project was moving along according to schedule, and that the Building and Grounds Committee will meet to discuss furniture options for the outdoor space.

Personnel: No meeting, no report.

Investment: No meeting, no report.

VIII. OLD BUSINESS

None.

IX. NEW BUSINESS

- **New York Library Association (NYLA) trustee membership**

Mr. Parlatore made a motion to authorize the Library pay for membership in NYLA for the Library Director and all current trustees, seconded by Ms. Josephs and passed unanimously.

- **Approval of NYS Annual Report**

Ms. Josephs made a motion to approve the NYS Annual Report, as submitted, seconded by Ms. Shane and passed unanimously.

- **Appropriation from Capital Fund for construction costs.**

Mr. Maione made a motion to appropriate \$12,350 from the Capital Fund for the purpose of the construction costs related to the handicap sidewalk area, curb cut and diamond doors for the periodicals area, seconded by Mr. Douglas and passed unanimously.

X. ADJOURNMENT

Ms. Shane made a motion to adjourn at 8:03 pm, seconded by Ms. Josephs, and passed unanimously.

Respectfully submitted,
David Douglas, Secretary

Recorded by: Robert Johnson