

EMMA S. CLARK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
January 15, 2025
7:00 p.m.
Vincent R. O'Leary Community Room

APPROVED 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 7:04 p.m. by David Douglas, Board President. The following trustees of the Board, consisting of a quorum, were also present: Carol Leister, Vice President; Angeline Yeo-Judex, Secretary; Anthony Parlatore; Deborah Blair; Christopher Cash; Stephen Ingulli. Absent with excuse: Suzanne Shane and Linda Josephs. Also present was Ted Gutmann, Library Director; Robert Johnson, Acting Recording Secretary

The Pledge of Allegiance was recited.

II. Period for Public Expression

No one in attendance wished to speak.

III. Approval of Minutes of previous meeting

Ms. Blair made a motion to approve the minutes from the December 18, 2024 meeting, seconded by Mr. Ingulli, and passed unanimously.

IV. President's Report

Mr. Douglas gave a brief report highlighting some of the recent library programs, and also noting the increase in circulation statistics and gate count for 2024.

V. Treasurer's Report & Approval of Warrants

In Ms. Shane's absence, Mr. Douglas reported that all of our bills have been paid and everything is up to date. Mr. Parlatore made a motion to approve the treasurer's report and approve the warrants, seconded by Ms. Yeo-Judex and passed unanimously.

VI. Director's Report

Mr. Gutmann reported:

Emily Ostrander, Lisa DeVerna, Emma Yohannon, and Mr. Gutmann were invited to meet with administrators from the Long Island Museum. We had a pleasant and productive meeting at the museum discussing different ways that our institutions can work together in the coming year. The Library has for many years collaborated with LIM for book discussions and museum tours. We look forward to continuing the relationship

with some special collaborative programs this year, including a celebration of the 100th year anniversary of the publication of *The Great Gatsby* to coincide with a related special exhibit at the museum.

Two of the Library's children's librarians, Marcela Lenihan and Terri DeFranco, are signed up for Family Place Libraries training in March. Family Place Libraries was started in 1996 at the Middle Country Public Library, and has since expanded to serve libraries around the country. Its goal is to expand the role of public libraries as community centers and key players in family and early childhood development, parent and community involvement and lifelong learning beginning at birth, by training library professionals to provide related programs and services.

The Library is registered to participate in the NexTrex Recycling Challenge. The challenge has participating organizations place a small bin for the public to deposit plastic film items (e.g., grocery bags, newspaper sleeves, dry cleaning bags, etc.) for recycling. If the organization collects 1000+ pounds collected within a 12-month period, it will receive a free furniture bench (made from recycled material). The Library will begin the challenge in March. SCLS will collect the filled bins for us and deliver them to the recycling center.

Mr. Gutmann will be participating in the annual Library Advocacy Days event in Albany on February 4th and 5th.

VII. Committee Reports:

Buildings and Grounds: Mr. Parlatore reported that the committee met with an architect to continue with plans regarding the transformation of the café seating area. Mr. Parlatore also invited all trustees to report their opinions on how to address the two trees flanking the front entrance of the Library which have grown considerably over the years.

Personnel: No meeting, no report.

Investment: Mr. Douglas reported that the committee will meet next on March 11, 2025.

VIII. OLD BUSINESS

- Library attorney retainer agreement - moved to executive session.
- Mr. Parlatore asked Mr. Gutmann to report back on the status of the plans of the Three Village Historical Society to vacate the space that they currently occupy in the Library.

IX. NEW BUSINESS

- Presentation by Trustee Ingulli on establishing the Library as a Third Space. After the presentation, discussion ensued with plans to move ahead with ideas over the course of the next year.

X. EXECUTIVE SESSION

At 7:46 p.m. Ms. Blair made a motion to enter executive session to discuss labor issues, seconded by Ms. Yeo-Judex, and passed unanimously.

At 7:59 p.m. Mr. Douglas made a motion to exit executive session and return to open session, seconded by Mr. Parlatore, and passed unanimously.

XI. ADJOURNMENT

Mr. Parlatore made a motion to adjourn at 8:00 p.m., seconded by Ms. Leister and passed unanimously.

Respectfully submitted,
Angeline Yeo-Judex, Secretary

Recorded by: Robert Johnson