

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
September 20, 2018
Hauppauge Public Library**

Present

Mr. Stephen Bard
Mr. Andrew Black
Mr. Robert Druckenmiller
Mr. Ralph Plotke
Mr. Matthew Bollerman, Chief Executive Officer
Ms. Fran Palumbo, Head of Instruction and Research

Absent

Mr. Peter Crociata

Mr. Black called the Meeting to Order at 8:00 p.m.

Motion to accept the Minutes of the August 16, 2018 Board Meeting (Bard, Plotke) passed 4-0.

Treasurer's Report

The Director reviewed the reports with the Board.

Motion to accept the September 20, 2018 operating warrant \$207,264.02 (Plotke, Druckenmiller) passed 4-0.

Motion to accept the April 28, 2018 capital warrant \$28,003.72 (Plotke, Bard) passed 4-0.

Correspondence

A letter from Capital One was received regarding account maintenance. A letter was also received from Joseph P. Price Agency regarding a merger with Cook Maran & Associates.

Director's Report

Fran Palumbo, Head of Instruction and Research, spoke to the Board about upcoming programs, including our inaugural Trunk or Treat event, senior programs and more. The Director was asked to explore the addition of a Treasurer. The Director shared information about the appraisal and audit, both ongoing. The Director shared a trustee training opportunity at the Suffolk Cooperative Library System on November 13. The Board asked the Director to explore "rotating" the tree sculpture in the children's area. The Board asked the Director to modify the Pay Policy. This change would have the new salary chart implemented on July 1, instead of each employees anniversary date. Staff will be recognized for service on October 3 at a breakfast. The new scan station is up and

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running. The Director will be working on purchasing new computers, picture hanging system, copiers, signs and more now that our construction grant monies have arrived. The Director informed the Board about a better banking deal with Sterling Bank. The Board asked the Director to make the switch. The Director brought forward cleaning proposals and the Board asked the Director to reach out the Strikeforce to do the building cleaning.

Motion to accept the September Personnel Report with additions (Plotke, Bard) passed 4-0.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

None

Executive Session

None

Motion to adjourn at 8:55 p.m. (Plotke, Bard) passed 4-0.