

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES**

January 19, 2017

Hauppauge Public Library

Present

Mr. Stephen Bard
Mr. Andrew Black
Mr. Peter Crociata
Mr. Robert Druckenmiller
Mr. Ralph Plotke
Mr. Matthew Bollerman, Director
Mrs. Fran Palumbo, Head of Adult Services

Guests

Mr. Brad Bold

Mr. Bard called the Meeting to Order at 8 p.m. The Pledge of Allegiance was recited.

Executive Session

Motion to enter executive session to discuss the proposed acquisition, sale or lease of real property (Black, Druckenmiller) passed 5-0 at 8:01 pm.

Motion to exit executive session (Plotke, Black) passed 5-0 at 8:29 pm.

Motion to accept the Minutes of the December 15, 2016 Regular Board Meeting (Plotke, Druckenmiller) passed 5-0.

Motion to accept the Minutes of the January 3, 2017 Board Meeting (Plotke, Black) passed 5-0.

Treasurer's Report

The Director reviewed the reports with the Board.

Motion to accept the January 19, 2017 operating warrant \$211,213.73 (Plotke, Black) passed 5-0.

Correspondence

The Director shared a letter he received from Roger Reyes, Assistant Director at Suffolk Cooperative Library System. Mr. Reyes shared copies of the New York Library Association Road Map to Sustainability with us.

Director's Report

Fran Palumbo, Head of Adult Services, presented to the Board the various activities, goals and personnel who work to serve our community. The Board had questions and

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comments of her report. The Board also expressed its appreciation of her work over the years. On Community Conservations project is planning its next two meetings. The challenges of assembling participants was shared. The Library has received a recycling station from Gary Chin for his Eagle Scout project. He also donated excess proceeds of \$130. The Library received a donation of \$5,000 from the Hauppauge Rotary Club to support the 1,000 Books Before Kindergarten backpack project. The Director is working on the building requirements for our new space. The Director reported on the Staff Development Day on January 4. 35 staff attended and heard about Active Shooter training, emergency preparedness, back safety and more. The Director has put together and sent out a Employee Satisfaction Survey. Responses are due on January 27. The Board agreed with the Director to hire Total Computer for help in checking our system security, policy compliance and back up testing.

Fran Palumbo left the meeting at 9:34 pm.

Executive Session

Motion to enter executive session to discuss the employment history of Rose Marie Donahue, Fran Palumbo and Helen Bergman (Black, Crociata) passed 5-0 at 9:43 pm.

Motion to exit executive session (Black, Crociata) passed 5-0 at 9:50 pm.

Motion to offer all full time employees who have a minimum of ten years of full time employment at the Hauppauge Public Library be able to receive individual health coverage if they retire from the Library by June 30, 2017. This incentive will follow all other rules of the Health Insurance Program Participation Policy (Black, Plotke) passed 5-0.

Motion to accept the January Personnel Report (Plotke, Black) passed 5-0.

Committee Reports

None

Old Business

None

New Business

Motion to adopt the Notice of Special District Meeting Budget Vote and Trustee Election April 4, 2017 (Druckenmiller, Plotke) passed 5-0.

The Board reviewed the draft budget and provided comments to the Director. A final proposed budget will be presented at the February meeting.

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Motion to accept the 2016 Annual Report for Public and Association Libraries (Plotke, Black) passed 5-0.

Period for Public Expression

None

Motion to adjourn at 10:09 p.m. (Black, Crociata) passed 5-0.