

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

**May 18, 2017**

Hauppauge Public Library

**Present**

Mr. Stephen Bard

Mr. Andrew Black

Mr. Peter Crociata

Mr. Robert Druckenmiller

Mr. Matthew Bollerman, Director

Ms. Fran Palumbo, Head of Adult Services

Mr. Bard called the Meeting to Order at 8:00 p.m. The Pledge of Allegiance was recited.

Motion to accept the Minutes of the April 20, 2017 Board Meeting (Black, Crociata) passed 4-0.

**Treasurer's Report**

The Director reviewed the reports with the Board.

Motion to accept the May 18, 2017 operating warrant \$217,946.41 (Druckenmiller, Black) passed 4-0.

**Correspondence**

None.

Mr. Ralph Plotke arrived at 8:14 pm.

**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 comments of her report. The Board also expressed its appreciation of her work. The Director shared the results of the Community Conversation work the staff had undertaken. The Board discussed the results and agreed with their findings. The Director will be using the results to shape the services of the Library in the near future and will be reporting back that work at future meetings. The Director's time off requests were approved. The Director can move forward and work with A.R. Kropp & Sons as per the proposal provided. The Board asked the Director to arrange a visit at the July Board meeting with the Girl Scouts interested in painting a mural in the new Library space. The Director shared the results of the network assessment, backup and security report.

Motion to accept the May Personnel Report with changes (Plotke, Crociata) passed 5-0.

**Committee Reports**

None

**Old Business**

None

**New Business**

Motion to amend the 2016-2017 operating budget as presented in Director's memo dated May 18, 2017 (Druckenmiller, Black) passed 5-0.

Motion to engage Baldessari & Coster for the June 30, 2017 audit of financial statements (Black, Plotke) passed 5-0.

Motion to amend the Investment Policy as presented (Plotke, Black) passed 5-0.

Motion to adopt the Credit Card Policy as presented (Druckenmiller, Crociata) passed 5-0.

Motion to adopt the Information Security Breach Notification Policy as presented (Plotke, Black) passed 5-0.

Motion to adopt the Electronic Mail (E-Mail) Policy and Guidelines as presented (Crociata, Black) passed 5-0.

Motion to amend the Password Policy as presented (Black, Plotke) passed 5-0.

**Period for Public Expression**

None

**Executive Session**

None

Motion to adjourn at 9:10 p.m. (Black, Plotke) passed 5-0.