

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

July 21, 2016

Hauppauge Public Library

Present

Mr. Stephen Bard
Mr. Andrew Black
Mr. Robert Druckenmiller
Mr. Ralph Plotke
Mr. Matthew Bollerman, Director

Guests

Mrs. Barbara Goodstone

Absent

Mr. Peter Crociata

Organizational Meeting

Mr. Plotke called the Organizational Meeting to Order at 7:31 p.m. The Pledge of Allegiance was recited.

Mr. Druckenmiller was sworn in to the office of Trustee of the Hauppauge Public Library.

Mr. Bollerman requested nominations for the election of Board Officers.

Mr. Bard was nominated (Druckenmiller, Plotke) and elected President by a 4-0 vote.

Mr. Plotke was nominated (Black, Druckenmiller) and elected Vice-President by a 4-0 vote.

Mr. Druckenmiller was nominated (Plotke, Black) and elected Finance Officer by a 4-0 vote.

Mr. Bollerman was appointed Secretary.

No changes were made to the Library's Bylaws.

Motion to set the regular monthly meetings of the Hauppauge Public Library's Board of Trustees during the upcoming year for August 18, 2016, September 15, 2016; October 20, 2016; November 17, 2016; December 15, 2016; January 19, 2017; February 16, 2017; March 16, 2017; April 20, 2017; May 18, 2017; June 15, 2017 and July 13, 2017. All meetings shall be held at the Hauppauge Public Library, 601 Veterans Memorial Highway, Hauppauge, NY, and begin at 7:30 p.m. unless otherwise noted (Black, Druckenmiller) passed 4-0.

Motion to accept the Director's professional services recommendations;

1. Andrew Martingale appointed as legal counsel.
2. Joseph P. Price Agency reappointed as insurance agent.
3. Baldessari & Coster reappointed as auditor.

4. Capital One Bank was reappointed as bank for deposits.
5. Smithtown Messenger and Islip Bulletin were appointed as newspapers for public notice (Plotke, Black) passed 4-0.

Motion by Druckenmiller, second by Black, that petty cash funds be established as follows for FY 2016-2017

TITLE	CUSTODIAN	AMOUNT
Library	Matthew Bollerman & Deepa Chandra	\$ 150.00

Motion to appoint the Board of Ethics members: Andrew Black, Anna Beltrani and Barbara Goodstone (Plotke, Druckenmiller) passed 4-0.

Motion to adjourn the Organizational Meeting at 7:44 p.m. (Plotke, Druckenmiller) passed 4-0.

Regular Meeting

Mr. Bard called the Meeting to Order at 7:44 p.m.

Motion to accept the Minutes of the June 20, 2016 Regular Board Meeting (Plotke, Druckenmiller) passed 4-0.

Motion to accept the Minutes of the July 14, 2016 Board Meeting (Druckenmiller, Plotke) passed 4-0.

Treasurer's Report

The Director reviewed the reports with the Board.

Motion to accept the July 21, 2016 operating warrant \$177,839.67 (Black, Plotke) passed 4-0.

Motion to accept the July 21, 2016 capital warrant \$437.75 (Plotke, Black) passed 4-0.

Correspondence

Senator Thomas Croci let us know that we are to receive \$10,000 in unrestricted state education aid.

Catherine Berntsen and Donna Mauceri thanked the Board for their recent promotions to Librarian II.

Director's Report

The Director shared some upcoming programs of interest to the Board. The Director will be serving on the Suffolk Cooperative Library System Construction Grant committee. The Director shared his experience, and Donna Mauceri's of attending the American Library Association Conference in Orlando. The Director will be off from July 31 to August 6. The exploration of available space in our district continues with visits and the receipt of proposals. The Director shared the initial results of a staff meeting to reconfigure the staffing of the Library. The process is moving forward. The Board approved the recognition for 10 year and 15 year staff anniversaries to be given at a ceremony on October 3. The Director and Catherine Berntsen are approved to attend the New York Library Association Conference in Saratoga Springs November 2 to 5.

Motion to accept the July Personnel Report (Black, Plotke) passed 4-0.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

Barbara Goodstone introduced herself to the Board and is excited to begin work on forming the Board of Ethics.

Executive Session

Motion to enter executive session to discuss the proposed acquisition, sale or lease of real property (Black, Plotke) passed 4-0 at 8:28 pm.

Motion to exit executive session (Black, Druckenmiller) passed 4-0 at 9:06 pm.

Motion to adjourn at 9:06 p.m. (Plotke, Black) passed 4-0.