

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

November 15, 2018

Hauppauge Public Library

Present

Mr. Stephen Bard

Mr. Andrew Black

Mr. Robert Druckenmiller

Mr. Ralph Plotke

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Donna Mauceri, Head of Children's Curriculum

Absent

Mr. Peter Crociata

Mr. Black called the Meeting to Order at 8:01 p.m. The Pledge of Allegiance was recited.

Motion to accept the Minutes of the October 18, 2018 Board Meeting (Plotke, Bard) passed 4-0.

Treasurer's Report

The Director reviewed the reports with the Board.

Motion to accept the November 15, 2018 operating warrant \$292,005.06 (Druckenmiller, Plotke) passed 4-0.

Correspondence

The Tobacco Action Coalition of Long Island asked us to consider our tobacco-free outdoor policies.

CEO's Report

Donna Mauceri, Head of Children's Curriculum showed some results from busy summer and fall programming. She shared photos from the Trunk and Treat event, books that our guests wrote and illustrated, and 3D printed objects created by our guests. The Board of Trustees gave the CEO clearance to contract with My Library Awards. The CEO is working on the budget for next fiscal year. The CEO is continuing to work on the question of segregation of duties in the business functions of the Library. The CEO reported on successful meetings that rolled out the Safety & Emergency Action Plan developed by Kathleen and Christa. He spoke about issues with Matrix and their ongoing resolution. The settlement was received from Hauppauge Corporate Partners. Quotes for AV systems in the spaces are being received. A painter has been hired to keep the space

looking nice and our new cleaning service is working out well. Computer upgrades have been ordered and will be in by the end of the year. The CEO shared the ongoing work on creating goals for the operations of the Library.

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

Committee Reports

None

Old Business

None

New Business

Motion to vote yes on the 2019 Suffolk Cooperative Library System Budget (Bard, Plotke) passed 4-0.

Motion to approve the staff pay dates for 2019 (January 11, January 25, February 8, February 22, March 8, March 22, April 5, April 19, May 3, May 17, May 31, June 14, June 28, July 12, July 26, August 9, August 23, September 6, September 20, October 4, October 18, November 1, November 15, November 29, December 13, December 27.) (Plotke, Druckenmiller) passed 4-0.

Motion to set the date of the 2019 Hauppauge Public Library Budget Vote and Trustee Election for Tuesday April 2, 2019 and to instruct the Director to begin preparations for the vote as needed (Bard, Plotke) passed 4-0.

Motion to hold a public budget hearing and forum for the trustee candidates to speak on Thursday March 21, 2019 (Bard, Plotke) passed 4-0.

WHEREAS, on or about June 12, 2018, the Library Board of Trustees commenced litigation in New York’s Supreme Court, Suffolk County, under index number 611352-18, to recover, amongst other things, its \$38,828.12 security deposit from its former landlord, Hauppauge Corporate Center, LLC (“HCC”) (the “Security Deposit Litigation”);

WHEREAS, the parties to the Security Deposit Litigation have reached an agreement to resolve and terminate all claims asserted, or which could have been asserted, or which may otherwise been available to either party;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees approves a settlement of the Security Deposit Litigation, whereby the defendant, HCC, has made payment to the Library in the amount of \$43,337.10, representing the full security deposit plus additional legal fees expended in the Security Deposit Litigation;

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IT IS FURTHER RESOLVED, that the Board authorizes Director Matthew Bollerman to sign any necessary settlement documents, to effectuate the settlement upon these material terms, on behalf of the Library (Bard, Plotke) passed 4-0.

Motion to adopt Environmental Policy as presented (Plotke, Bard) passed 4-0.

Period for Public Expression

None

Executive Session

None

Motion to adjourn at 9:18 pm (Plotke, Bard) passed 4-0.