

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

June 20, 2019

Hauppauge Public Library

Present

Mr. Julian Aptowitz

Mr. Stephen Bard

Mr. Andrew Black

Mr. Robert Druckenmiller

Mr. Ralph Plotke

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Kathleen Brett, Head of Guest Services

Mr. Black called the Meeting to Order at 7:30 p.m. The Pledge of Allegiance recited.

Motion to accept the Minutes of the May 16, 2019 Board Meeting (Bard, Druckenmiller) passed 5-0.

Treasurer's Report

The CEO reviewed the reports with the Board.

Motion to accept the June 20, 2019 operating warrant \$254,183.83 and \$75.13 to close our Capital One accounts (Plotke, Druckenmiller) passed 5-0.

Correspondence

None.

CEO's Report

Kathleen Brett, Head of Guest Services, shared a number of projects she and her department are working on. Book Browse is a new readers advisory database the Library has subscribed to. She reviewed the tickets and passes we offer and sell for the season. Jill lead a team who developed a video about how to find us at our new location. It was helpful to track how long to produce the video to gauge time commitments for future ones. Videos do get the best response on social media. Kathleen shared a new Binge Box. It is a package of older DVDs into one box around a topic. The CEO asked the Board to submit their Code of Ethics disclosure form. The Arc is an editorial calendar that will help the staff with decisions about collection development, programming, displays, staff training and more. It is being launched in Fall 2019. The CEO had a conversation with the School District about our tax anticipation note borrowing and seeing if the costs could be reduced. The CEO will be off for two weeks in July and some time in August. The AV room is being built out and a studio should be up and running by mid-July. The Green Team will be meeting on June 21 to kick off our certification program work.

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Motion to accept personnel report dated June 20, 2019 (Plotke, Bard) passed 5-0.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

None

Executive Session

None

Motion to adjourn at 8:27 pm (Plotke, Aptowitz) passed 5-0.