

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
March 26, 2020
Hauppauge Public Library**

Present

Mr. Stephen Bard
Mr. Andrew Black
Mrs. Nayana Mehta
Mr. Ralph Plotke
Mr. Matthew Bollerman, Chief Executive Officer

Absent

Mr. Julian Aptowitz

Mr. Plotke called the Meeting to Order at 7:40 p.m. via conference call.

Motion to accept the Minutes of the February 11, 2020 Board Meeting (Bard, Black) passed 4-0.

Motion to accept the Minutes of the March 13, 2020 Board Meeting (Bard, Black) passed 4-0.

Motion to accept the Minutes of the March 17, 2020 Board Meeting (Bard, Black) passed 4-0.

Motion to accept the Minutes of the March 20, 2020 Board Meeting (Bard, Black) passed 4-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the March 26, 2020 operating warrant \$290,149.55 (Bard, Black) passed 4-0.

Correspondence

None

Chief Executive Officer's Report

The Chief Executive Officer reported on the closing of the library building in light of the impacts of social distancing during COVID-19. He shared the work being done to work from home for all staff. The new carpet was replaced on Sunday, March 22. The CEO may investigate other options for our trustee election. The Library loaned its 3D printer to

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the Suffolk Cooperative Library System to help with their project on producing face shields. A post card was developed and will be sent to all houses in our district alerting people of the services we are providing while the building is closed. This includes a voicemail box being monitored by staff seven days a week and an email address. The CEO asked about donating some of our gloves to the County and was told to hang on to some stock, but to donate the rest. The Library has posted on the windows facing the main parking lot announcing the phone and email address and the fact that WiFi is available 24x7. The Board wanted the CEO to share with the staff that they are proud of the work being attempted in this environment.

Motion to accept the March personnel report (Bard, Mehta) passed 4-0.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

None

Executive Session

None

Motion to adjourn at 8:21 p.m. (Bard, Mehta) passed 4-0.