

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

July 16, 2020

Hauppauge Public Library

Present

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

Guest

A member of the public

Organizational Meeting

Mr. Plotke called the Organizational Meeting to Order at 7:32 p.m. The Pledge of Allegiance was recited.

Ms. Mehta and Mr. Plotke were sworn in to the office of Trustee of the Hauppauge Public Library.

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

Mr. Plotke was nominated (Bard, Aptowitz) and elected President by a 5-0 vote.

Mr. Black was nominated (Plotke, Mehta) and elected Vice-President by a 5-0 vote.

Ms. Mehta was nominated (Bard, Black) and elected Finance Officer by a 5-0 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 20, 2020, September 17, 2020; October 15, 2020; November 19, 2020; December 17, 2020; January 21, 2021; February 25, 2021; March 25, 2021; April 15, 2021; May 20, 2021; June 17, 2021 and July 15, 2021. All meetings shall be held at the Hauppauge Public Library, 1373 Veterans Memorial Highway, Hauppauge, NY, and begin at 7:00 p.m. unless otherwise noted (Black, Aptowitz) passed 5-0.

Motion to accept the Chief Executive Officer's professional services recommendations;

1. Andrew Martingale appointed as legal counsel.
2. Joseph H. Price reappointed as insurance agent.
3. Baldessari & Coster reappointed as auditor.
4. Frank Poma reappointed as treasurer.

5. Sterling National Bank was reappointed as bank for deposits.
6. Smithtown Messenger and Islip Bulletin were appointed as newspapers for public notice (Aptowitz, Black) passed 5-0.

Motion by Bard, second by Mehta, that petty cash funds be established as follows for FY 2020-2021 passed 5-0.

TITLE	CUSTODIAN	AMOUNT
Library	Matthew Bollerman & Therese Seydel	\$ 150.00

Motion to appoint the Board of Ethics members: Andrew Black, Anna Beltrani and Barbara Goodstone (Mehta, Aptowitz) passed 5-0.

Motion to adjourn the Organizational Meeting at 7:51 p.m. (Black, Bard) passed 5-0.

Regular Meeting

Mr. Plotke called the Meeting to Order at 7:53 p.m.

Motion to accept the Minutes of the June 18, 2020 Board Meeting (Black, Mehta) passed 5-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the July 16, 2020 operating warrant \$217,667.01 (Bard, Black) passed 5-0.

Correspondence

Andrew Martingale shared his hourly rate for the coming fiscal year. A donation honoring Janet Mallen was received for \$300 from Jen Salvaggio.

CEO's Report

The Chief Executive Officer shared the experience of opening the Tech Center to the public on July 6. It has gone well. Guests are wearing masks and following the procedures outlined. The CEO is asking to open the Library to browsing and more on July 20. The Board agrees. The Cultural Competency Committee has begun to meet. They are examining our policies, procedures and purchasing for recommendations on being more inclusive. The Chief Executive Office was asked to draft a thank you for our upcoming e-newsletter it was reviewed and will be placed in an upcoming issue, along with Ms. Mehta's message.

July 16, 2020 Minutes (Page Three)

The July Personnel Report was approved (Black, Aptowitz) passed 5-0.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

One member of the public shared their views about the library space and offerings.

Executive Session

None

Motion to adjourn at 9:08 p.m. (Bard, Black) passed 5-0.