

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

August 20, 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
Ms. Catherine Berntsen, Head of Teen Curriculum

Guests

2 guests attended on phone

Mr. Plotke called the Meeting to Order at 7:00 p.m.

Motion to accept the Minutes of the July 16, 2020 Board Meeting (Bard, Black) passed 5-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board. The CEO was asked to review the Balance Sheet and understand how the payroll checking balance is displaying and the amount due to the capital fund.

Motion to accept the August 20, 2020 operating warrant \$157,704.10 (Aptowitz, Bard) passed 5-0.

Correspondence

None

Chief Executive Officer's Report

Catherine Berntsen, Head of Teen Curriculum shared with the Board the teen volunteer opportunities that have been happening throughout the pandemic. Since March 43 teens have donated 162 hours of their time to making cards for hope, kindness rocks, book recommendations and dog treats for the shelter. The CEO shared information about the upcoming annual audit, conversion to new financial software and his upcoming schedule. The CEO shared the results of the initial report of the Cultural Competency Committee. The Board asked the CEO for a roster and to have members of that committee present at their next meeting. The CEO is exploring upgrades to the library HVAC system. Plans for permanent paid sick leave, a celebration of staff anniversaries and attending the NYLA Annual Conference virtually were also shared.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

A trustee shared a story of receiving excellent service from two employees, Will and Cecilia.

Executive Session

None

Motion to adjourn at 8:09 p.m. (Mehta, Bard) passed 5-0.