

**MINUTES OF THE MEETING OF THE  
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES  
September 17, 2020  
Hauppauge Public Library**

**Present**

Mr. Stephen Bard  
Mr. Andrew Black  
Ms. Nayana Mehta  
Mr. Matthew Bollerman, Chief Executive Officer  
Ms. Fran Palumbo, Head of Instruction and Research

**Guests**

Gracyn Landenheim, staff  
Meghan Sullivan, staff

**Absent**

Mr. Julian Aptowitz  
Mr. Ralph Plotke

Mr. Black called the Meeting to Order at 7:08 p.m.

Motion to accept the Minutes of the August 20, 2020 Board Meeting (Mehta, Bard) passed 3-0.

**Treasurer's Report**

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the September 17, 2020 operating warrant \$246,421.22 (Bard, Mehta) passed 3-0.

**Correspondence**

None

**Chief Executive Officer's Report**

Fran Palumbo, Head of Instruction and Research shared the new collection of children's COVID19 books. These materials are aimed to help explain the virus and how to protect ones self. She brought and explained the Take & Make program, the library's involvement with the Great Give Back and how we are celebrating Hispanic Heritage Month. Meghan and Gracyn from the Cultural Competency Meeting presented next. Each has been on the Committee since its formation, with Gracyn chairing. They explained what they have accomplished so far and what their plans are for the near future. The CEO shared updates on the planning of services for parents and students, donations being accepted again, and that the audit field work was completed. The CEO brought up a concern from a community member about not having security personnel at the Library. The Board asked the CEO to bring the conversation to the next meeting when all members are present. The CEO explained that the new business regarding sick time was

## September 17, 2020 Minutes (Page Two)

not as pressing due to information recently provided from our attorney. The Board is allowing the CEO to move forward with the staff PCs, server and printer upgrades. A Board member suggested the CEO expect and encourage the Library to accept returns of School District textbooks and make arrangements for them to be returned to the School. Also to explore better understanding the IT needs of parents and students and being prepared to help in case those questions arise.

Motion to accept personnel report dated September 17, 2020 (Bard, Mehta) passed 3-0.

### **Committee Reports**

None

### **Old Business**

None

### **New Business**

Motion to amend the service standard language as per CEO memo dated September 17, 2020 (Bard, Mehta) passed 3-0.

Motion to adopt current American Library Association Library Bill of Rights, dated January 29, 2019 (Mehta, Bard) passed 3-0.

### **Period for Public Expression**

None

### **Executive Session**

None

Motion to adjourn at 8:52 p.m. (Bard, Mehta) passed 3-0.