

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

**October 15, 2020**

Hauppauge Public Library

**Present**

Mr. Stephen Bard  
Mr. Andrew Black  
Ms. Nayana Mehta  
Mr. Matthew Bollerman, Chief Executive Officer  
Ms. Kathleen Brett, Head of Guest Services

**Guest**

Mr. Ted Schlomann,  
Baldessari & Coster, LLP

**Absent**

Mr. Julian Aptowitz  
Mr. Ralph Plotke

Mr. Black called the Meeting to Order at 7:02 p.m.

Motion to accept the Minutes of the September 17, 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 October 15, 2020 operating warrant \$175,937.16 (Bard, Mehta) passed 3-0.

**Correspondence**

Kevin Verbesey, Director, Suffolk Cooperative Library System shared a memorandum regarding our Local Library Services Aid payments. They are reduced, but potentially more may be on the way. The Suffolk Cooperative Library System Board of Trustees wrote about the Common Vote Date.

**Chief Executive Officer's Report**

Kathleen Brett, Head of Guest Services, reported on the Ghost Hunt scheduled to happen the week before Halloween. It will direct people to 17 businesses around town via clues and those who finish 10 will get a goody bag. Those who finish 17 are entered into a raffle. Take & Make's continue to be popular with adults as well. Kathleen shared a number of these kits. She and Fran attended the PTSA on October 5. They shared many of the activities the Library is undertaking to support parents and students. Those present were happy to hear of the volunteer opportunities and expanded homework help. The CEO shared a report from Fran, Donna and Catherine regarding parent and student

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services. The Library is on the correct path currently and will work to advertise its offerings more. The CEO has submitted the policy manual to our attorney for examination and comments. It has been reformatted and in need of review. The CEO shared information about the upcoming Suffolk Cooperative Library System budget and trustee votes the Board will be asked to take action on at their November meeting. The security guard request will be brought up at the next meeting. The change to the sick time policy will also be addressed in November. The staff computer upgrade is going to begin in a week or so.

Motion to accept personnel report dated October 15, 2020 (Bard, Mehta) passed 3-0.

### **Committee Reports**

None

### **Old Business**

None

### **New Business**

Ted Schlomann, CPA with Baldessari & Coster, LLP presented the financial report with additional information, June 30, 2020. The Board of Trustees had some questions for Ted, which he answered. The audit found the Library in good financial position.

Motion to accept the Financial Report with Additional Information, June 30, 2020 as prepared by Baldessari & Coster (Bard, Mehta) passed 3-0.

### **Period for Public Expression**

None

### **Executive Session**

Motion to enter into executive session to discuss the performance of Matthew Bollerman, Chief Executive Officer at 8:35 pm (Bard, Mehta) passed 3-0.

Motion to exit the executive session at 9:03 pm (Bard, Mehta) passed 3-0.

Motion to adjourn at 9:03 p.m. (Bard, Mehta) passed 3-0.