

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

**February 22, 2021**

Hauppauge Public Library

**Present**

Mr. Julian Aptowitz

Mr. Stephen Bard

Ms. Nayana Mehta

Mr. Ralph Plotke

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Kathleen Brett, Head of Guest Services

**Absent**

Mr. Andrew Black

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

Motion to accept the Minutes of the January 23, 2021 Board Meeting (Bard, Mehta) passed 4-0.

Motion to accept the Minutes of the January 25, 2021 Board Meeting (Mehta, Bard) passed 4-0.

Motion to accept the Minutes of the February 13, 2021 Board Meeting (Mehta, Bard) passed 4-0.

**Treasurer's Report**

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the February 22, 2021 operating warrant \$263,182 (Bard, Aptowitz) passed 4-0.

**Correspondence**

Good Samaritan Hospital Medical Center thanked the Library for their help in donating face masks to the hospital. The Green Business Partnership congratulated us on achieving the Green Business Partnership certification.

**Chief Executive Officer's Report**

Kathleen Brett, Head of Guest Services reported on activities being undertaken by her staff. These include the development and lending of "Entertainment Express Boxes." Themed prepackaged boxes with movies, books, crafts, snacks and more aimed at

specific audiences. The Children's ones have been the most popular. Since the service began in early November, roughly 50 boxes have gone home with guests. Take and Make crafts have also been very popular with all ages. In addition, targeted programs, STEM for Toddlers, have been well received. Guest Services Staff are working on building their readers advisory skills to better assist our guests find what they want to read. The Chief Executive Officer reported on the plans for preparing for the April 6 Annual Vote, the tax help service being offered and updates on upgrading the HVAC filtering.

**Committee Reports**

None

**Old Business**

None

**New Business**

BE IT RESOLVED that the following qualified voters of the Hauppauge Public Library District are appointed to constitute the Board of Registration of the Hauppauge Library District and to serve as election clerk, election inspectors and ballot clerks at the Special District Meeting to be held on April 6, 2021:

Nick Mendola (Election Clerk), residing at 109 Seusing Blvd., Hauppauge;  
Kim Kriklava (Election Inspector), residing at 161 John Street, Hauppauge;  
Camie Barz (Ballot Clerk), residing at 668 Nichols Road, Hauppauge;  
Cynthia Barz (Ballot Clerk), residing at 668 Nichols Road, Hauppauge;  
Frank Poma (Ballot Clerk), residing at 154 Lawrence Ave., Hauppauge.

BE IT FURTHER RESOLVED that Mr. Mendola is appointed Chair of the Board of Registration and shall be compensated for his services at the rate of \$1,000 and that the other members of the Board of Registration shall be compensated for their services at a rate of \$15.00 per hour. Motion to accept (Mehta, Bard) passed 4-0.

Motion to accept the Hauppauge Public Library Annual Report for Public and Association Libraries 2020 (Bard, Mehta) passed 4-0.

Motion to adopt the Public Employer Health Emergency Plan for Hauppauge Public Library (Mehta, Aptowitz) passed 4-0.

The amendments to the Hauppauge Public Library bylaws were presented.

**Period for Public Expression**

None

**Executive Session**

Motion to enter into Executive Session at 7:44 pm to discuss the appointment of a volunteer (Bard, Mehta) passed 4-0.

Motion to exit Executive Session at 7:58 pm (Mehta, Aptowitz) passed 4-0.

Motion to adjourn at 7:59 p.m. (Bard, Aptowitz) passed 4-0.