

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

July 19, 2021

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 7:02 p.m. The Pledge of Allegiance was recited.

Ms. Mehta was sworn in to the office of Trustee of the Hauppauge Public Library.

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

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

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

Ms. Mehta was nominated (Black, Aptowitz) and elected Finance Officer by a 5-0 vote.

Mr. Bollerman was appointed Secretary.

No changes were made to the Library's Bylaws. Matthew Bollerman was confirmed as the Treasurer of the Friends of the Hauppauge Public Library.

Motion to set the regular monthly meetings of the Hauppauge Public Library's Board of Trustees during the upcoming year for August 16, 2021, September 20, 2021; October 18, 2021; November 15, 2021; December 20, 2021; January 19, 2022; February 28, 2022; March 28, 2022; April 18, 2022; May 16, 2022; June 20, 2022 and July 18, 2022. 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 (Aptowitz, Black) 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.

July 19, 2021 Minutes (Page Two)

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

Motion by Plotke, second by Black, that petty cash funds be established as follows for FY 2021-2022 passed 5-0.

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

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

The Chief Executive Officers annual report was reviewed.

Motion to adjourn the Organizational Meeting at 7:18 p.m. (Black, Mehta) passed 5-0.

Regular Meeting

Mr. Plotke called the Meeting to Order at 7:18 p.m.

Motion to accept the Minutes of the June 21, 2021 Board Meeting (Plotke, Black) passed 5-0.

Mehta left the meeting at 7:38 pm.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the July 19, 2021 operating warrant \$194,294.71 (Plotke, Black) passed 4-0.

Correspondence

Andrew Black submitted his resignation as member of the Board of Trustees effective July 20, 2021. The Board recognized Andrew's service with a plaque. Andrew Martingale shared his hourly rate for the coming fiscal year. Catherine Tully wrote the Chief Executive Officer of excellent service she has received recently.

CEO's Report

The Chief Executive Officer reported on our annual audit beginning, the Executive Order for remote meetings ending, his attendance at the American Library Association Virtual

July 19, 2021 Minutes (Page Three)

Annual Meeting, and increased in visits, summer reading program attendance and outdoor programs. The Chief Executive Officer recently met with Dr. Don Murphy, Superintendent of the Hauppauge Public Schools. Dr. Murphy recently began his position there. They discussed possible partnerships and opportunities to serve the community. The Chief Executive Officer asked for guidance on staff longevity recognition. The practice of giving gift certificates to an island wide restaurant group will continue for ten, fifteen, twenty year anniversaries.

Committee Reports

None

Old Business

None

New Business

Motion to adopt 2020/21 Operating Budget amendments (Black, Aptowitz) passed 4-0.

Period for Public Expression

None

Personnel Report

The July Personnel Report was approved with one addition (Black, Plotke) passed 4-0.

General Discussion

None

Executive Session

None

Motion to adjourn at 8:33 p.m. (Plotke, Aptowitz) passed 4-0.