

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

October 18, 2021

Hauppauge Public Library

Present

Mr. Julian Aptowitz
Mr. Stephen Bard
Mr. Ralph Plotke
Mr. John White
Mr. Matthew Bollerman, Chief Executive Officer
Ms. Kathleen Brett, Head of Guest Services

Guests

Two members of the public;
David Wolmetz and Jennifer
O'Brien of Hauppauge
Recreation Development
Association

Absent

Ms. Nayana Mehta

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

Motion to accept the Minutes of the September 20, 2021 Board Meeting (Plotke, Aptowitz) passed 4-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the October 18, 2021 operating warrant \$208,727.27 (Plotke, White) passed 4-0.

Correspondence

The Retired Senior Volunteer Program thanked the Library for the donation of equipment to their Community Computer Connections program. A letter informed the Library of winning first place for the Suffolk Library Marketing Award. Thank you notes for recent staff recognition from Kathleen Brett, Helen Bergman and Matthew Bollerman.

Chief Executive Officer's Report

Kathleen Brett, Head of Guest Services shared the preparations for the Trunk or Treat event happening on October 29. This includes a photo booth, fall frame craft, guessing jar and a pumpkin patch in our atrium. In person programs are seeing attendance grow. The Library recently received a donation to honor Ruth Cohen and used it to purchase titles about the game Scrabble. The Library attended homecoming at the high school and will attend the fire department open house. Kathleen attended the Suffolk County Library Association Support Staff Division Safety Conference. The Suffolk County District Attorney spoke to the group about opioids, gang activity and human trafficking. A presentation by county emergency preparedness personnel highlighted the challenge of

working with people who have anxiety in emergency situations. A training program is available to help us help those who have this need. A project to reach out to lapsed card holders is showing success. The Chief Executive Officer spoke about the work to increase visits, the status of the history of the Library book release and the draft Suffolk Cooperative Library System budget. The Board was in agreement with moving forward with ACH payments to vendors. The CEO shared the new law requiring a minimum of required trustee training per year. The Sexual Harassment training began on October 11 and needs to be completed by October 8, 2022. The CEO shared recent talks with the Equitable to provide a 403(b) plan for staff. The Board shared some items to ask in offering the plan and making sure there is adequate education for staff who sign up. The live-streaming project is online and will be tested live for the *Hauppauge: A History* program on Wednesday, October 27. The CEO also shared the initial plans to think through what our information technology infrastructure looks like in the medium to long term.

Committee Reports

None

Old Business

None

New Business

Policy discussion was delayed due to attorney’s opinion arriving too late for proper consideration. The policies will be brought back to the November meeting.

The Board moved their November meeting to Monday, November 29 at 7 pm.

Period for Public Expression

David Wolmetz introduced the Hauppauge Recreation Development Association to the Board. He outlined the current state of outdoor recreational space in the Hauppauge School District (Town of Islip and Town of Smithtown). The Association is working with government officials to target existing parks for upgrades, expansion and improvements. Long term goal is new facilities. HRDA identified, with help from local officials, 27 parcels that may be able to become recreational use property. Jennifer O’Brien also a member of the HRDA told the Board of an event at Hoyt Farm on September 10 that drew 2,500 people (the Library was in attendance, noted by MB). The HRDA is looking to focus attention on this communities needs. She thinks the Library would make a good partner in promotion of movement and activity programs.

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One member of the community spoke about a potential Friends of the Library donation to honor the memory of a community member. Another community member thanked the Library for the good work it does day in and out.

Personnel Report

The October Personnel Report was approved (Aptowitz, Plotke) passed 4-0.

General Discussion

None

Executive Session

Motion to enter into Executive Session to discuss the performance of Matthew Bollerman at 8:35 pm (Plotke, Aptowitz) passed 4-0.

Motion to exit Executive Session at 8:45 pm (Plotke, Aptowitz) passed 4-0.

Motion to adjourn at 8:50 p.m. (Plotke, Aptowitz) passed 4-0.