

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

May 16, 2022

Hauppauge Public Library

Present

Mr. Stephen Bard

Mr. Ralph Plotke

Mr. John White

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Fran Palumbo, Head of Instruction & Research

Absent

Mr. Julian Aptowitz

Ms. Nayana Mehta

Mr. Bard called the Meeting to Order at 7:09 p.m.

Motion to accept the Minutes of the April 18, 2022 Board Meeting (Plotke, White) passed 3-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the May 16, 2022 operating warrant \$240,399.73 (Plotke, White) passed 3-0.

Correspondence

Baldessari & Coster sent their engagement letter for an audit covering the period ending June 30, 2022.

Chief Executive Officer's Report

Fran Palumbo, Head of Instruction & Research reported the Friends Photo Contest had 50 entries. A reception will be held on June 6 at 6:30 pm. A new items was added to the Library of Things. It is a Birding Kit. Fran is looking for nautical and marine themed items for decorating the Library to reflect the Oceans of Possibilities summer reading theme. She also shared her role in developing the Action Plan. The Chief Executive Officer shared that the meeting is being live-streamed on YouTube. It is a trial run to determine mic placement. The CEO shared the Action Plan developed by most of the full-time staff. The plan is set to begin on July 1 and run for a year. A board member wants there to be metrics throughout the process and way to track progress. The CEO asked Board members for their Code of Ethics disclosure forms. New hours for the Library will begin on June 27. The CEO brought up their research on libraries sharing trustee

candidate information. A discussion was had but all members input was wanted before any decision could be made.

Committee Reports

None

Old Business

None

New Business

Motion to adopt the Hauppauge Public Library Action Plan, July 1, 2022 to June 30, 2023 (White, Plotke) passed 3-0.

Motion to allow record disposal as per the CEO's request dated May 16, 2022 (Plotke, White) passed 3-0.

Period for Public Expression

None

Personnel Report

Motion to accept the May 16, 2022 Personnel Report with one addition (Plotke, White) passed 3-0.

General Discussion

None

Executive Session

None

Motion to adjourn at 8:09 p.m. (Plotke, White) passed 3-0.