

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

July 18, 2022

Hauppauge Public Library

Present

Mr. Stephen Bard

Ms. Nayana Mehta

Mr. John White

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Donna Mauceri, Head of Children's Curriculum

Absent

Mr. Julian Aptowitz

Mr. Ralph Plotke

Organizational Meeting

Mr. Bard called the Organizational Meeting to Order at 7:00 p.m. The Pledge of Allegiance was recited.

Mr. White 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 (Mehta, White) and elected President by a 3-0 vote.

Mr. Aptowitz was nominated (Bard, White) and elected Vice-President by a 3-0 vote.

Mr. White was nominated (Bard, Mehta) and elected Finance Officer by a 3-0 vote.

Mr. Bollerman was appointed Secretary.

No changes were made to the Library's Bylaws. Nayana Mehta 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 15, 2022, September 19, 2022; October 17, 2022; November 21, 2022; December 19, 2022; January 18, 2023; February 27, 2023; March 27, 2023; April 17, 2023; May 15, 2023; June 19, 2023 and July 10, 2023. 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 (Mehta, White) passed 3-0.

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.

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4. Frank Poma reappointed as treasurer.
5. Webster Bank was reappointed as bank for deposits.
6. Smithtown Messenger and Islip Bulletin were appointed as newspapers for public notice (Mehta, White) passed 3-0.

Motion by Mehta, second by White, that petty cash funds be established as follows for FY 2022-2023 passed 3-0.

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 (White, Mehta) passed 3-0.

The Chief Executive Officers annual report was reviewed.

Motion to adjourn the Organizational Meeting at 7:18 p.m. (White, Mehta) passed 3-0.

Regular Meeting

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

Motion to accept the Minutes of the June 20, 2022 Board Meeting (White, Mehta) passed 3-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the July 18, 2022 operating warrant \$212,309.33 (Mehta, White) passed 3-0.

Correspondence

Janice Bell wrote the Chief Executive Officer of excellent service she has received recently.

CEO's Report

Donna Mauceri, Head of Children's Curriculum spoke about her experiences attending the American Library Association Annual Conference in Washington, DC in late June. She attended sessions that lined up with work she and others on staff are responsible for in the Action Plan. Topics included outreach and marketing. The CEO shared some end of budget year information. The Library received \$90,236.75 in unanticipated revenue and

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underspent the budget by \$54,593.52. The 2020 Census shows our district size has decreased to 10,643 from 10,784. This will impact our State Aid payments and other population based items. Trustee continuing education requirements go into effect January 1, 2023. An email was shared with how this will impact our Board members. The summer reading program, Oceans of Possibilities, is well underway with over 800 people registered. Our Friday Out Front series has begun and attracting many people to come to the Library. Staff are working hard to keep our community engaged over the summer. On Monday, October 3, 2022 at 8 am a staff longevity breakfast will be held four people are receiving recognition for their time at the Library.

Committee Reports

None

Old Business

None

New Business

None

Period for Public Expression

None

Personnel Report

None

General Discussion

A discussion about the acre the Library owns at Hidden Pond Park was had. An idea to hold an event there outside of the summer months was suggested.

Executive Session

None

Motion to adjourn at 8:27 p.m. (Mehta, White) passed 3-0.