

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

**August 15, 2022**

Hauppauge Public Library

**Present**

Mr. Julian Aptowitz

Mr. Stephen Bard

Mr. Ralph Plotke

Mr. John White

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Catherine Berntsen, Head of Teen Curriculum

**Absent**

Ms. Nayana Mehta

Mr. Bard called the Meeting to Order at 7:01 p.m.

Motion to accept the Minutes of the July 18, 2022 Board Meeting (White, Plotke) passed 4-0.

**Treasurer's Report**

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the August 15, 2022 operating warrant \$207,907.44 (Plotke, Aptowitz) passed 4-0.

**Correspondence**

None

**Chief Executive Officer's Report**

Catherine Berntsen, Head of Teen Curriculum spoke about this year's Battle of the Books. Our Library did not field a team, though not due a lack of effort on the coaches and staff. A new plan to market the program to our community is needed, but also reflects other libraries in Suffolk County's experience. Catherine reported on her Action Plan activities, including developing calendars for community based events and national, state and local items of interest. The summer reading program has the most participants it has had in a while, 919 signed up to date. The incentives are helping, the raffle prizes and the new format of reporting by days read. The Board agrees with the CEO's plan to report to them on the status and activity of the action plan. The CEO was asked to take on the first steps of review of our collection development policy using the tool shared. The Board had a discussion of sharing biographical information about themselves. A few members will share examples of their own to try to determine a format acceptable to replicate. The

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Board approved an artist's proposal to paint a mural in our vestibule. The CEO will work with staff to develop the concept submitted to make our entrance be very welcoming to all. The Board will stick with Webster Bank based on the recent proposals received from other banks. The CEO was directed to develop a capital plan for improvements to the Library. The Board approved the plan to install amplification and speakers in Classroom A and B. On Monday, October 3 at 8:30 am a breakfast to celebrate the library's founding and to honor staff longevity will take place.

**Committee Reports**

None

**Old Business**

None

**New Business**

Motion to adopt resolution approving transfer and retaining counsel (Plotke, Aptowitz) passed 4-0.

**Period for Public Expression**

None

**Personnel Report**

The August Personnel Report was approved (Aptowitz, White) passed 4-0.

**General Discussion**

None

**Executive Session**

None

Motion to adjourn at 8:20 p.m. (Plotke, Aptowitz) passed 4-0.