

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
February 27, 2023
Hauppauge Public Library**

Present

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

Absent

Mr. John White

Mr. Bard called the Meeting to Order at 7:02 p.m.

Motion to accept the Minutes of the January 18, 2023 Board Meeting (Plotke, Aptowitz) passed 4-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the February 27, 2023 operating warrant \$269,950.52 (Aptowitz, Plotke) passed 4-0.

Correspondence

None.

Chief Executive Officer's Report

Kathleen Brett, Head of Guest Services reported on the recent successful Winter Festival. She thanked the Board and Friends of the Library for attending and helping to make it an enjoyable day. She emphasized the staff working together and the many positive comments received over the day from our guests. In addition, the Library is filling slots for AARP Tax Assistance and offering many sustainability events. The Chief Executive Officer shared news on the Trustee Handbook Book Club starting again, Action Plan evaluation, review and beginning to work on year two, recent tax receipts, communications on our financial reporting with the State Comptroller, Advocacy Day plans and recent events attended. The Chief Executive Officer spoke about the recent Key Performance Indicators received from John and a conversation about how to advance this tool was had. The CEO will respond back with points to help develop and further the

purpose of them. Reports on the new carpet install, vestibule mural and exploring outdoor signage and lighting improvements. The map of the library district is advancing.

Committee Reports

None

Old Business

Motion to adopt the 2023/24 proposed operating budget - second draft (Plotke, Aptowitz) passed 4-0.

New Business

RESOLUTION APPOINTING BOARD OF REGISTRATION AND ELECTION CLERKS

BE IT RESOLVED that the following qualified voters of the Hauppauge Public Library District are appointed to constitute the Board of Registration of the Hauppauge Library District and to serve as election clerk, election inspectors and ballot clerks at the Special District Meeting to be held on April 4, 2023:

Michael Buturla (Election Clerk), residing at 63 Serene Place, Hauppauge;
Grace Kunzig (Ballot Clerk), residing at 186 Southern Blvd., Hauppauge;
Camie Barz (Ballot Clerk), residing at 668 Nichols Road, Hauppauge;
Cynthia Barz (Ballot Clerk), residing at 668 Nichols Road, Hauppauge;
Maria Kettell (Ballot Clerk), residing at 41 Grissom Way, Hauppauge;
Frank Poma (Ballot Clerk), residing at 154 Lawrence Ave., Hauppauge.

BE IT FURTHER RESOLVED that Mr. Buturla is appointed Chair of the Board of Registration and shall be compensated for his services at the rate of \$1,000 and that the other members of the Board of Registration shall be compensated for their services at a rate of \$15.00 per hour. (Mehta, Plotke) passed 4-0.

Motion to accept the Annual Report for Public and Association Libraries - 2022 (Plotke, Mehta) passed 4-0.

Whereas, the Board of Trustees of the Hauppauge Public Library would like to adopt Section 103 of Open Meetings Law to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and

Whereas, the Board of Trustees has been presented with and has introduced a draft policy and procedures of Section 103 of Open Meetings law to allow this activity;

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Now, therefore, be it resolved that, pursuant to Section 20 of the Municipal Home Rule Law of the State of New York, a public hearing in said proposed policy and procedure shall be held on the 27 day of March, 2023 at 7 pm at the Hauppauge Public Library, 1373 Veterans Memorial Highway, Hauppauge, NY 11788 and the notice of the time and place of such hearing describing in general terms the proposed policy and procedures, be published in the paper of record. (Aptowitz, Plotke) passed 4-0.

Period for Public Expression

None

Personnel Report

None

General Discussion

None

Executive Session

The Chief Executive Officer shared an article regarding a possible business practice from a provider of electronic content to libraries and implications to our own service program. A discussion on the best use of the acre of land at Hidden Pond Park was raised. Also an idea of new program, poster for guests to color in, 30" x 72".

Motion to adjourn at 8:41 p.m. (Plotke, Aptowitz) passed 4-0.