

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

October 16, 2023

Hauppauge Public Library

Present

Mr. Stephen Bard

Ms. Nayana Mehta

Mr. Ralph Plotke

Mr. John White

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Fran Palumbo, Head of Adult Services

Absent

Mr. Julian Aptowitz

Ms. Mehta called the Meeting to Order at 7:00 p.m.

Motion to accept the Minutes of the September 25, 2023 Board Meeting (Bard, White) passed 4-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the October 16, 2023 operating warrant \$250,122.26 (Bard, Plotke) passed 4-0.

Correspondence

None

Chief Executive Officer's Report

Fran Palumbo, Head of Adult Services spoke about the September Library Card sign-up campaign. 55 new cards were added. On October 4 the Coffee with a Cop program drew seven officers and 13 guests. Our Trunk or Treat is shaping up to be a fun evening. Fran's new duties at the Library, coordinating adult seminars and events (in addition to other responsibilities) is leading her to coordinate with staff to involve them in conducting programs, thus building their ownership and promotion. The CEO reported on the performance development plans of full-time staff, the upcoming trustee book club discussion, and 2024 sexual harassment prevention training. The CEO shared news on the outdoor sign, recent carpet cleaning and securing the floor outlets. The Board agreed to close the Library on Tuesday, January 30 for a staff development day. The CEO added an open items list to his report. The Board asked that "date added" be included on the list.

Committee Reports

None

Old Business

Motion to adopt Pre-Employment Background Check Policy with changes (Bard, White) passed 4-0.

New Business

The CEO reviewed the Suffolk Cooperative Library System Draft FY2024 Annual Budget and its potential impact to the Library. A final budget and ballot will arrive for our November meeting.

Period for Public Expression

None

Personnel Report

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

General Discussion

Discussion on planning for our next operating budget was raised. How the tax cap impacts planning, the pressures of rising interest rates and inflation on our ability to provide services to the community.

Executive Session

Motion to enter an executive session to discuss the performance of Matthew Bollerman at 8:03 pm (Bard, White) passed 4-0.

Motion to exit executive session at 8:55 pm (White, Bard) passed 4-0.

Motion to adjourn at 8:55 p.m. (Bard, White) passed 4-0.