

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

November 20, 2023

Hauppauge Public Library

Present

Mr. Stephen Bard

Mr. Ralph Plotke

Mr. John White

Mr. Matthew Bollerman, Chief Executive Officer

Ms. Donna Mauceri, Head of Teen Services

Absent

Mr. Julian Aptowitz

Ms. Nayana Mehta

Mr. White called the Meeting to Order at 7:00 p.m.

Motion to accept the Minutes of the October 16, 2023 Board Meeting (Bard, Plotke)
passed 3-0.

Treasurer's Report

The Chief Executive Officer reviewed the reports with the Board.

Motion to accept the November 20, 2023 operating warrant \$345,477.93 (Bard, Plotke)
passed 3-0.

Correspondence

NYS Senator Monica Martinez thanked the library for hosting her office hours recently.

Chief Executive Officer's Report

Donna Mauceri, Head of Teen Services reported on the recent successful Trunk or Treat event. 1,168 people attended the outdoor portion and 871 people came into the Library. She received a lot of good comments from the event. She shared her experiences in attending the New York Library Association Conference, Donna also spoke about her plans for the Teens. These included launching a teen advisory group (TAG) in January. The CEO shared he is beginning to work on the 2024/25 operating budget, finalizing the audit, and distributing the new Handbook for Library Trustees of New York. He and Christa also attended the New York Library Association Conference and reported on their experiences. The CEO asked for assistance on the outdoor sign. The Board provided needed direction. The CEO shared the plans for the Staff Development Day and holiday party. The CEO was encouraged to follow up on the outdoor lights.

Committee Reports

None

Old Business

Motion to approve the proposed 2024 budget of the Suffolk Cooperative Library System (Bard, Plotke) passed 3-0.

New Business

Motion to cast five votes for Ronald Devine for Suffolk Cooperative Library System trustee (Bard, Plotke) passed 3-0.

Motion to approve the staff pay dates for 2025 (January 3, January 17, January 31, February 14, February 28, March 14, March 28, April 11, April 25, May 9, May 23, June 6, June 20, July 3, July 18, August 1, August 15, August 29, September 12, September 26, October 10, October 24, November 7, November 21, December 5, December 19.) (Plotke, Bard) passed 3-0.

Motion to set the date of the 2024 Hauppauge Public Library Budget Vote and Trustee Election for Tuesday April 2, 2024 and to instruct the Chief Executive Officer to begin preparations for the vote as needed (Plotke, Bard) passed 3-0.

Motion to hold a public budget hearing and forum for the trustee candidates to speak on Monday March 25, 2024 (Bard, Plotke) passed 3-0.

Period for Public Expression

None

Personnel Report

None

General Discussion

None

Executive Session

Motion to enter an executive session to discuss the performance of Matthew Bollerman at 7:45 pm (Bard, Plotke) passed 3-0.

Motion to exit executive session at 7:56 pm (Plotke, Bard) passed 3-0.

Motion to adjourn at 7:56 p.m. (Bard, Plotke) passed 3-0.