

MINUTES
CONNETQUOT PUBLIC LIBRARY
REGULAR MEETING OF THE
BOARD OF TRUSTEES

October 14, 2021
6:00 pm

760 Ocean Avenue
Bohemia, NY 11716

I. Call to Order

There being a quorum, the meeting was called to order at: 6:01 pm by Mrs. Roman.

II. Roll Call

Board of Trustees members present were: President; Mrs. Dorothy Roman, Vice President; Mrs. Susan Furfaro, Trustee; Mrs. Elizabeth Savit, Trustee; Mr. George Kreuzer, Trustee; Mrs. Kathleen Schmidt.

Also present was: Mrs. Kimberly DeCristofaro, Executive Director; Dr. Jason Ladick, Director of Operations.

III. Disposition of Minutes

Motion by Mrs. Savit, seconded by Mrs. Schmidt to accept the minutes as presented of the September 9, 2021 regular meeting of the Board of Trustees. Carried 5-0.

IV. Financial Reports

Motion by Mrs. Schmidt, seconded by Mr. Kreuzer to approve the Financial Reports for September 30, 2021. Carried 5-0.

V. Year End Financial Reports

Motion by Mrs. Schmidt, seconded by Mrs. Furfaro to approve the Year End Financial Reports for June 30, 2021. Carried 5-0.

VI. Schedule of Claims

Motion by Mrs. Savit, seconded by Mrs. Schmidt to approve the Schedule of Claims dated October 14, 2021 equaling the total \$521,257.06. Carried 5-0.

VII. Report of the Executive Director and Committee Reports

- a. The 2020-21 external audit was completed by *Bayside CPA, PLLC* and was reviewed.
- b. Motion by Mr. Kreuzer, seconded by Mrs. Savit to approve the *IRS Form 990, Return of Organization Exempt from Income Tax*. Carried 5-0.

- c. Motion by Mr. Kresucher, seconded by Mrs. Furfaro to adjust the following funds accordingly:
 - i. Transfer \$66,000.00 from 909 - *Beginning Equity* to assigned fund 909E – *Vacation & Sick Leave*. Balance: \$250,133.48
 - ii. Transfer \$430,267.30 from 909 - *Beginning Equity* to assigned fund 909B - *Building Renovation/Expansion*. Balance: \$1,116,940.00
 - iii. *Beginning Equity* will now equal: \$1,000,000.00

Carried 5-0.

- d. The *Suffolk Cooperative Library System's 2021-22 N.Y.S. Construction Aid Advisory Committee* recommended that the library receive a \$100,000 in aid for the partial roof replacement project anticipated to begin this spring.
- e. The *Suffolk Cooperative Library System's* draft budget for 2022 was reviewed with interest. Approval for this proposed budget will be put forth to the Board of Trustees at a future meeting.
- f. The need to rebid the partial roof replacement project was discussed.
- g. New York State has enacted new legislation which 'requires members of a board of trustees of public, free association and Indian libraries to complete two hours of trustee education annually' beginning in 2023. Trustees will demonstrate compliance with the requirements by filing evidence of completion of trustee education from an approved provider with the Board president.
- h. Motion by Mr. Kreuzer, seconded by Mrs. Schmidt to approve the following employment appointments, promotions, and/or separations: Jenna Mallimo, promoted to Library Clerk (P/T) effective 9/11/2021; Samantha Hamze, appointed to Library Clerk (P/T) effective 9/29/2021; Kelly Broker, promoted to Library Clerk (F/T) effective 10/2/2021; Brian Klein, promoted to Custodian I (F/T) effective 10/2/2021; Jennifer Lasko, resigned as Librarian I (P/T) effective 10/6/2021; Alexis Kateridge, appointed to Librarian Trainee (P/T) effective 10/13/2021. Carried 5-0.

VIII. Communications

- a. Elizabeth Bachinsky's thank you to the library staff regarding the service provided this last year.

IX. Old Business

X. New Business

XI. Public Comment

- a. Edwin Taylor
 - i. Enjoyed seeing the Library's Battle of the Books team being recognized at the Connetquot Central School District Board Meeting this past Tuesday, October 12, 2021.

XII. Announcements

- a. The next scheduled Regular Meeting of the Board of Trustees will be Tuesday, November 9, 2021 at 6 pm.

XIII. Adjournment

- a. Motion by Mrs. Schmidt, seconded by Mrs. Savit to adjourn at 6:40 pm. Carried 5-0.

Trustee

Date

Trustee

Date

Trustee

Date