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**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES  
of the  
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY  
Held October 29, 2018**

**Present**

Dr. Richard Harmond, President  
Mrs. Diane Hartill, Vice-President  
Mrs. Frances Bell, Secretary  
Mr. Francis Pooley, Finance Officer  
Mrs. Joan Mason-Dollmann, Trustee

Also present, Michael Squillante, Director; Laura Carey, Administrative Assistant; Janet Anderson, Business Manager; Al Coster of Baldessari and Coster, LLP; two audience members.

**Call to Order**

Dr. Harmond called the meeting to order at 7:00 pm.

**Approval of Minutes**

There was a motion to approve the minutes of the September 24, 2018 meeting of the Board. (Bell, Pooley; unanimous)

**Period for Public Expression**

Ms. Sherrie Godfrey addressed the Board.

**Financial Report and Approval of Bills**

The bills were presented and there was a motion to approve them for payment. (Bell, Pooley; unanimous)

**Personnel Report**

There was a motion to approve the Personnel Report (Dollmann, Hartill; unanimous)

**Director's Report**

The Board read the Director's Report with interest.

**New Business**

**Sexual Harassment Policy**

There was a motion to approve the Sexual Harassment Policy as presented. (Harmond, Hartill; unanimous)

**2017-18 Audit**

Mr. Coster presented the 2017-2018 Audit. There was a motion to approve and accept the Audit. (Bell, Dollmann; unanimous)

**NYS Comptroller's Report**

There was a motion to approve the NYS Comptroller's Report. (Pooley, Bell; unanimous)

**Trustee Education**

Mr. Squillante explained the increased likelihood of mandated annual Trustee Training, and several options for how it may be fulfilled.

**Old Business**

**Martinez Estate**

Mr. Squillante gave the Board an update on the progress regarding the Martinez Estate.

**HVAC/Well update**

All four wells have been set and are in the process of being developed. It is anticipated that the water will begin to be supplied to our HVAC system in 7 to 10 days.

**Security**

The Board agreed with the idea of having our security contractor assigned to a more regular schedule.

**Next Library Board meeting**

Monday, November 26, 2018 at 7pm.

**Adjournment**

There being no further business, there was a motion to adjourn the meeting at 8:37 pm.  
(Bell, Hartill; unanimous)

*Respectfully submitted,*

Frances Bell, Secretary

A handwritten signature in cursive script that reads "Joan Mason Dollmann". The signature is written in dark ink and is positioned below the typed name of the secretary.