

BAY SHORE-BRIGHTWATERS PUBLIC LIBRARY  
MINUTES OF THE  
REORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES  
Held JULY 30, 2018  
7:00 pm

**Call to Order**

Mrs. Mason-Dollmann called the meeting to order at 7:10pm

**Nomination and Election of Board Officers**

There was a motion to nominate Dr. Harmond to the office of President. (Pooley, Bell; unanimous).

There was a motion to nominate Mrs. Hartill to the office of Vice-President. (Mason-Dollmann, Bell; unanimous)

There was a motion to nominate Mrs. Bell to the office of Secretary. (Pooley, Mason-Dollmann; unanimous)

There was a motion to nominate Mr. Pooley to the office of Financial Officer. (Hartill, Bell; unanimous)

**Administration of Oaths of Office**

The Oath of Office was administered to Mrs. Mason-Dollmann for a five-year term (2023).

**Conflict of Interest – Annual Statements of Compliance**

Members of the Board completed and signed the Annual Statements of Compliance with the Library's Conflict of Interest Policy.

**Re-affirm Public Officers Law – “Defense and indemnification of officers and employees of public entities.”**

There was a motion to re-affirm the Public Officers Law. (Mason-Dollmann, Pooley; unanimous)

**Official Appointments**

There was a motion to designate the following appointments: (Pooley, Hartill; unanimous)

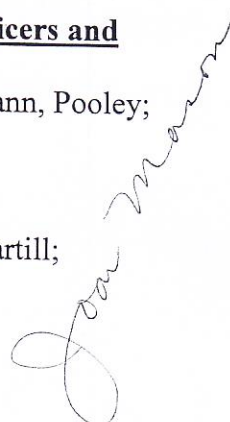
Treasurer – Roseanne Albanese

Counsel – Hamburger, Maxson, Yaffee, and McNally, LLP

Accountant – Baldessari and Coster, LLP

Banks – US Bank, Sterling Nation, First National Bank of Long Island.

Official Newspapers – Islip Bulletin (when a second newspaper is required, South Bay Neighbor will be used.)



**Library Funds Assignment**

The Director asked the Board to wait until the next meeting to examine the Library Funds Assignment.

**Records Retention Officer**

There was a motion to appoint Ms. Janet Anderson as the Records Retention Officer. (Mason-Dollmann, Pooley; unanimous)

**Library Policy Manual**

The Board approved the Library's Policy manual. (Bell, Hartill; unanimous)

**Employee Handbook**

The Board approved the Library's Employee Handbook. (Harmond, Bell; unanimous)

**Adjournment**

There being no further business, the meeting was adjourned at 7:20pm.