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**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
of the
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY
November 28, 2022**

Present

Ms. Joan Mason-Dollmann, President
Mrs. Frances Bell, Secretary
Mr. Francis Pooley, Finance Officer
Mr. Harry Brown, Trustee

Absent

Ms. Diane Hartill, Vice-President

Also present, Michael Squillante, Director; Laura Carey, Administrative Assistant; Janet Anderson, Business Manager.

Call to Order

Ms. Mason-Dollmann called the meeting to order at 7:00 pm.

Approval of Minutes

There was a motion to approve the minutes of the October 24, 2022 Regular Meeting of the Board of Trustees. (Pooley, Mason-Dollmann; unanimous)

Period for Public Expression

None.

Correspondence

None.

Financial Report

The Board reviewed the Financial Reports.

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

The November Capital Improvement Project bills were presented and there was a motion to approve them for payment. (Brown, Bell; unanimous)

Personnel Report

There was a motion to approve the Personnel Report. (Pooley, Bell; unanimous)

Director' Report

The Board reviewed the Director's Report with interest.

New Business

SCLS 2023 Proposed Budget

There was a motion to approve the SCLS 2023 Proposed Budget. (Bell, Pooley; unanimous)

Reconsideration of Library Materials Form

There was a motion to approve the "Request for Reconsideration of Library Materials Form." (Pooley, Bell; unanimous)

Automated Phone Attendant

Mr. Squillante explained the upcoming use of the telephone system's Automated Attendant function to assist in handling phone calls.

Old Business

Parking Lot Project

Mr. Squillante gave an update on the Parking Lot Project.

District Treasurer

Ms. Anderson and Mr. Squillante discussed recent negotiations regarding the position of District Treasurer.

Executive Session

None.

Adjournment

There being no further business, there was a motion to adjourn at 8:10pm. (Pooley, Mason-Dollmann; unanimous)

Respectfully submitted,

Mrs. Frances Bell, Secretary

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