

Unapproved

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF TRUSTEES  
of the  
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY  
Held October 30, 2017**

**Present**

Mrs. Joan Mason-Dollmann, President  
Dr. Richard P. Harmond, Vice-President  
Mrs. Mary Beth Reilly, Secretary  
Mrs. Frances Bell, Finance Officer  
Mr. Francis Pooley, Trustee

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 7:06 pm.

**Approval of Minutes – August 31, 2017**

There was a motion to approve the minutes. (Harmond, Pooley; unanimous)

**Correspondence**

A letter from Congressman Peter King regarding changing the name of the Library was read and discussed. Mr. Squillante will send a reply.

**Financial Report and Approval of Bills**

The financial reports were presented and there was a motion to approve the attached bills for payment. (Reilly, Bell; unanimous)

**Personnel Report**

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

**Director's Report**

The Board read the Director's report with interest.

**New Business**

**NYS Comptroller's Report**

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

**Audit Management Letter Response**

Mr. Squillante and Ms. Anderson reviewed changes to some of the Library's practices and procedures in response to issues brought up in the 2016-17 Audit. Bank signature cards were updated.

**Banks Fund Request**

There was a motion to approve Mr. Seebald's request for tuition reimbursement in the amount of \$200. (Reilly, Bell; unanimous)

**Friend's Issues**

Mr. Squillante and the Board discussed Friend's issues that impact the Library.

**Old Business**

**Construction Grants**

Mr. Squillante gave a status update regarding the construction grants.

**Executive Session**

None.

**Next Library Board meeting**

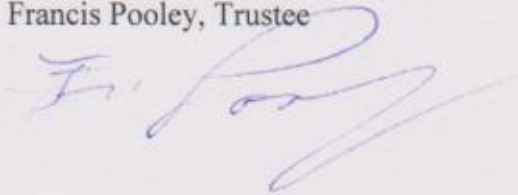
Monday, November 27<sup>th</sup> at 7pm.

**Adjournment**

There being no further business, there was a motion to adjourn the meeting at 8:32pm.  
(Harmond, Pooley: unanimous)

*Respectfully submitted,*

Francis Pooley, Trustee

A handwritten signature in blue ink, appearing to read "Francis Pooley", written over the typed name.