

Unapproved

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
of the
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY
September 18, 2023**

Present

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

Also present, Michael Squillante, Director; Janet Anderson, Business Manager.

Call to Order

Ms. Hartill called the meeting to order at 7:02 pm.

Approval of Minutes

There was a motion to approve the minutes of the July 24, 2023 Reorganizational Meeting of the Board of Trustees. (Pooley, Brown; unanimous)

There was a motion to approve the minutes of the July 24, 2023 Regular Meeting of the Board of Trustees. (Pooley, Brown; unanimous)

Period for Public Expression

None.

Correspondence

None.

Director' Report

The Board reviewed the Director's Report with interest.

Financial Report

The Board reviewed the Financial Reports.

The August Bills were presented and there was a motion to approve them. (Brown, Bell; unanimous)

The September Bills were presented and there was a motion to approve them. (Bell, Mason-Dollmann; unanimous)

Personnel Report

There was a motion to approve the Personnel Report. (Mason-Dollmann, Brown; unanimous)

New Business

Journal Ad

There was a motion to approve the purchase of a Journal Ad from the NCNW to honor Mary Reid. (Brown, Hartill; unanimous)

Stair Tread Project

There was a motion to approve a State Contract project to change the tread on the stairs leading the mezzanines and Adult Reference area at a cost not to exceed \$7500. (Bell, Brown; unanimous)

Reclassification of two positions

There was a motion to reclassify the positions of Business Manager and Computer Technician as professional positions, with the corresponding leave time benefits. (Hartill, Bell; unanimous)

Benefits Discussion

The Board had an in depth discussion of the benefits offered to employees.

NYLA Conference

The Board agreed that attendance at the New York Library Association Conference in Saratoga, NY by up to two employees was permissible.

Old Business

Parking Lot Project

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

Next Library Board meeting

Monday, October 30, 2023, at 7pm.

Adjournment

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

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Mrs. Frances Bell, Secretary".

Mrs. Frances Bell, Secretary