

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees Board Meeting
Tuesday, August 17 at 6:30 pm

The Lindenhurst Memorial Library held a regular board meeting on August 17, 2021 at the Rainbow Center in Lindenhurst. Board Members Jane Dietz, Gabrielle Giacomazzo, Lori-Ann Novello, and Kenny St. John were present, as was Library Director Lisa Kropp. Jim Burke of Park East Construction was also in attendance.

Board President Jane Dietz called the meeting to order at 6:30 pm.

Motion to adopt the meeting agenda made by Ms. Giacomazzo, seconded by Mr. St. John. Motion carried. (4-0)

Motion to adopt the prior meeting minutes from the July 20 meeting made by Mr. St. John, seconded by Ms. Novello. Motion carried. (4-0)

Jim Burke from Park East Construction gave a building project update, a copy of which is in the original board meeting packet. He noted that we are on schedule to have staff return to the building at the beginning of September. Work on the side of the parking lot is almost complete. Temporary walls, and doorways are being installed for the “express library” space. The elevator has been removed and work on expanding the existing shaft has begun. The RPZ unit for fire service was installed and inspected. The contractor’s office trailers are still waiting for electricity connections from PSEG and electrical contractor.

Ms. Kropp noted in correspondence email from a patron thanking library staff member Sara Fiorenzo for going “above and beyond.” She also noted the lovely note to the board and staff from former Trustee Annette DeLuca.

Motion to adopt the Treasurer’s Report, including receipts and disbursements, warrants and cash flow, made by Ms. Giacomazzo, seconded by Mr. St. John. Motion carried (4-0).

Ms. Kropp presented her Director’s Report, a copy of which is in the original board meeting packet. She noted that the library would be applying for a 2021-22 NYS Public Library Construction grant again, to finalize work in the courtyard and the mezzanine structural shelves that were not part of the bond work. In addition, she mentioned that the Executive Director of NYLA resigned at the August Council meeting and took another job. A search for a new ED will commence in the fall. The NYLA conference is taking place in-person with a virtual component the week earlier, in Syracuse this November.

There was no update from the Friends of the Library.

Board President Jane Dietz assigned Mr. St. John to the open spot on the personnel committee, and herself to the open spot on the budget & finance committee, due to the resignation of Ms. DeLuca.

The Infrastructure committee met to discuss the building project, our upcoming application for the NYS construction grant program, and the grant work for the EV charging stations. In addition, the committee did a building walk through with Park East Construction Manager Robert Greenstein.

Motion by Ms. Giacomazzo to approve the 2021-22 NYS Public Library’s Construction grant application, seconded by Mr. St. John. Motion carried. (4-0)

Motion made by Ms. Novello, seconded by Ms. Giacomazzo, to approve installation of two EV charging stations at a cost of \$25,432 from PlugIn Stations Online and general construction site work related to the EV charging stations at a cost of \$10,640 by Renu Contracting. Motion carried (4-0)

Motion to approve building project invoices in schedule B for reimbursement by the LUFSD through the Building Project Infrastructure Bond made by Ms. Novello, second by Ms. Giacomazzo. Motion carried. (4-0)

Ms. Kropp shared with the Personnel committee a resignation letter from part-time youth services librarian Justine Rivera, who has accepted a full-time job as the YA Librarian for another library. She noted how instrumental Ms. Rivera has been in the success of our early learning and tween programs over the last few years, and wished her well in her new job.

Motion by Mr. St. John, seconded by Ms. Giacomazzo, to accept the resignation letter of part-time youth services librarian Justine Rivera, with an effective date of August 12, 2021. Motion carried. (4-0)

Ms. Kropp noted that legal counsel did not send back any edits for the New Employee Background Check policy.

Motion by Mr. St. John, seconded by Ms. Giacomazzo, to approve the New Employee Background Check policy. Motion carried. (4-0)

Strategic Planning: no report. A meeting is scheduled for September when staff are back in the building.

Under new business, the Board discussed the current guidelines regarding vaccinated and unvaccinated employees, mask mandates, and COVID-19 guidelines for returning to the building in September. It was agreed that the discussion would continue at the September 20 board meeting, to see if data changed substantially with school reopening.

The Board agreed that with a smaller footprint in the building and substantially less foot traffic this year, to remain closed on Sundays. The Board will revisit Sunday hours again later in the fall.

With no further business to conduct, Ms. Dietz adjourned the meeting at 8:18 pm, on a motion by Mr. St. John, seconded by Ms. Novello. Motion carried. (4-0).

Future Board meeting date: September 20 at 6:30 pm at the Lindenhurst Memorial Library.

Lisa Kropp

Kenneth St. John

Recorder of Minutes

Board Secretary