



273 Beaver Dam Road
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Board of Trustees Meeting Minutes May 21, 2024 – **DRAFT**

Present: M. Reitzel, A. Budris, S. Anderson, K. Dallin, B. LaValle, K. Kirk-Murphy, J. Subhash, J. Panadrea (Director), Joseph Furnari (Board of Trustees Mastics, Moriches, Shirley Community Library)

M. Reitzel called the meeting to order at 7:05 PM.

ADOPTION OF AGENDA: Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, May 21, 2024 (Reitzel, Anderson, Unanimous).

APPROVAL OF THE MINUTES: Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the Tuesday, April 16, 2024 meeting (Reitzel, LaValle, Unanimous).

PERIOD FOR PUBLIC EXPRESSION: None

CORRESPONDENCE: None

TREASURER'S REPORT

- Resolved to postpone the Treasurer's report for **April 2024** (Reitzel, Subhash, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of **April 2024** (Reitzel, Kirk-Murphy, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of **April 2024** (Reitzel, Kirk-Murphy, Unanimous).

REPORTS:

PRESIDENT'S REPORT: None

DIRECTORS REPORT

- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report for the month of **April 2024** (Reitzel, Dallin, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the resignation of Susan Russo from the position of part-time Business Manager, effective May 2, 2024* (Reitzel, Anderson, Unanimous).

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the hiring of Jody D'Ambrosio for the position of part-time Business Manager at the rate of \$46.00 per hour, effective May 2, 2024* (Reitzel, Kirk-Murphy, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the resignation of Kai Hatcher from the position of part-time Circulation Clerk, effective May 22, 2024* (Reitzel, Budris, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves Kai Hatcher to serve as a substitute when needed at the rate of \$19.25 per hour* (Reitzel, Dallin, Unanimous).
- At June BOT meeting, Annemarie Gordon will discuss sustainability and how trustees play a key role in creating and maintaining a sustainable organization.
- BFL summer offerings will experiment with different class lengths and structures, to maximize attendance and keep students engaged in our activities. Summer tent to be erected for outdoor programming.
- Rita will host another StoryWalk® at Post-Morrow, featuring *Giving Thanks*, illustrated by local artist Greg Manchess.

COMMITTEE REPORTS:

BUILDINGS AND GROUNDS: The compost and garden project continues with the help of teen volunteers and the Bellport Garden Club. Two raised beds will be constructed shortly and then cultivated with guidance from Patty Gentry (Early Girl Farm) and Sean Pilger (HOG Farm).

FINANCE – No report

ADMINISTRATIVE/POLICY – No report

PUBLIC RELATIONS AND OUTREACH – No report

NOMINATING – No report

TECHNOLOGY – A motion was made to approve a quote of \$10,000 to replace machines recommended by CSDNET, including setup and installation (Reitzel, Subhash, Unanimous).

NEW BUSINESS: None.

OLD BUSINESS:



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- Site Improvement project – Fence painted with touch-ups and road restriping still remaining. Outstanding memorial items, uncompleted due to construction project, will be purchased as prescribed by families.
- Exterior painting – Multiple exterior painting quotes were received. The Director will revert to vendors with the timeline schedule and will present findings at the June meeting.

ADJOURNMENT: Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting at 7:51 PM (Reitzel, Dallin, Unanimous).

Respectfully submitted by: *Jackie Subhash, Secretary*