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**SHELTER ISLAND PUBLIC LIBRARY** *Serving the Shelter Island Community Since 1885*

**Shelter Island Public Library Society  
Board of Trustees Meeting  
October 19, 2020  
Minutes of the Meeting**

Jo-Ann Robotti called the meeting to order at 7:04pm. Zoom meeting format. Meeting recorded.

**Board Members Present:**

Linda Kraus, Bill Martens, Judy Hole Suratt, Mary-Faith Westerfelt, Julia Brennan, Tom Hashagen, Jo-Ann Robotti, Phyllis Gates, Don Regan, Dave Roggie, Jody Geist, Barbara Groves

**Also Attending:**

Terry Lucas, Julie Lane

**Secretary's Report:**

The minutes of the September 14, 2020 meeting were approved as submitted.

**Correspondence:**

None

**Treasurer's Report:**

Bill Martens delivered the Treasurer's report. The previously distributed warrant report and profit and loss statements were reviewed and a few items explained. Bill reported there has been not as much spending due to Covid 19. Brown Paper Tickets owes the library approximately \$540. Covid has impacted them hard. They continue to communicate their desire to pay. Tom stated The Brown Paper Ticket Company is an upright organization and believes they are doing their best to pay.

Bill stated he would deliver a quarterly investment report at next month's meeting.

Julia Brennan moved to accept the warrant report and profit and loss statements as presented. Seconded by Tom Hashagen. Passed unanimously.

**Committee Reports (material not covered in board packet):**

**Friends of the Library:**

Terry reported that the Turkey Plunge will be a virtual event or other type of fundraiser. Terry will be asking the Friends to fund a second shed to match the new shed in place now. The Friends are on schedule to give the annual \$6,000 donation mid-December 2020.

**Director's Report:**

Terry reported that a library patron who works for Goldman Sachs applied for a grant and the library was awarded \$10,000. The grant was deposited to the operating account.

Thursday, October 25, Terry will be chatting with Adriana Trigiani on her Facebook page, which is viewed by over 400,000 people. The topics include how the library is coping with the pandemic and what people are reading.

Terry reported the flu injection clinics with Nurse Mary Karnavogel has been successful administering over 120 flu shots to date. There is a plan to have a Shingles Vaccine and Pneumonia Vaccine injection clinic with Nurse Mary in January 2021.

The Library is sponsoring a driveway trick or treat with the help of library patron Karen Brush. Route maps will be distributed at the library on October 28. Terry received \$500 from the Friends, which she used to purchase candy to be distributed among the participating homes on the route. Terry thanked Julia Brennan with the Shelter Island Gazette and Julie Lane from the Shelter Island Reporter for their help in advertising this event.

Terry reported she hired a new person to work behind the circulation desk. This new hire also speaks Spanish and will start after November 3, 2020. Terry will provide a more detailed resume at the next meeting.

**New Business:**

Tom Hashagen made a motion to approve the proposed Board of Trustee Meeting schedule as submitted. Meetings to be the second Monday of the month except where there is a holiday. Phyllis Gates seconded. Unanimously approved.

Don Regan suggested writing a letter from the board to the library staff to thank them for their exceptional work during this pandemic. All agreed. Tom Hashagen agreed to compose the letter. Terry will email the letter to each board member to sign.

Don Regan suggested reaching out to the new families now on Shelter Island to make them aware of the library's services. Jo-Ann will discuss with Terry. Connecting with these families through the school is an option to be explored.

The Nominating committee includes Mary-Faith Westervelt, Barbara Groves, and Jo-Ann Robotti.

Meeting adjourned to executive session at 7:30pm. Julie Lane left the meeting.  
Recording paused.

Returned to a public meeting at 7:52pm.

Julia Brennan moved to adjourn the meeting. Seconded by Judy Hole Suratt.  
Unanimously passed.

**Meeting adjourned 7:53pm**

Respectfully submitted.

Linda Kraus  
Secretary