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

Shelter Island Public Library Society
Board of Trustees Meeting
December 13, 2021
Minutes of the Meeting

Jo-Ann Robotti called the meeting to order at 7:00pm.

Board Members Present:

Tom Hashagen, Jo-Ann Robotti, Susan Binder, Don Dunning, Henry Fayne, Bonnie Berman Stockwell, Karyn Ginsberg Greenwald, Phyllis Gates, Don Regan, Marie Bishko, Archer Brown and Jody Geist

Excused: Linda Kraus

Also Attending: Terry Lucas

Secretary's Report:

Marie Bishko moved to approve the minutes of the November 8, 2021 meeting. Henry Fayne seconded. Unanimously passed.

Jo-Ann introduced Archer Brown to the board.

Public Expression: None

Correspondence: Terry Lucas shared an article from Sandra Waldner in the Reporter regarding the support of the community during Peter Waldner's illness. The library Board and staff were thanked.

Treasurer's Report:

Don Regan delivered the Treasurer's Report. The Warrant Report and the Profit and Loss vs Actual-General Report were reviewed and Don noted there were few changes this past month. Of note were monies used for Travel and Conferences.

A motion to approve the Treasurer's Report was made by Jody Geist and seconded by Tom Hashagen. Unanimously passed.

Committee Reports (material not covered in board packet)

Friends of the Library:

Terry Lucas reported that the Turkey Plunge gross proceeds were in excess of \$10,000. There may be additional donations to come. The friends are interviewing 2 new possible Board members. The Friends Board voted to approve the usual payment from the Brooks Endowment for \$6,000 to the library. An additional \$4,000 will be added to the grant since there are additional funds to be distributed this year.

Facilities and Technology: Don Dunning and Tom Hashagen

Don Dunning explained that the Town Engineer share with us a proposal for a Wastewater Treatment System to eliminate the high nitrate nitrogen levels which exceed the drinking water standard. Tom Hashagen handed out a detailed map showing the route of the piping and the location of the proposed waste treatment station at the Airfield on Burns Road. The proposal shows a pump station located on the library property. The system is for waste water only. The treatment project will only service the "municipal" buildings: the library, the firehouse, the town hall, the high school, the justice court building, the police department and the American Legion Hall.

Terry expressed her concerns about having a shed like building which will be approximately 8 feet by 8 feet on the library property since it will be an attractive nuisance which might draw in mischievous children and could interfere with a possible expansion. A town work session will be held on Dec. 14 to discuss the proposal.

New Business:

The board was given a proposed Open Meetings and Public Participation at Library Board Meetings policy. Terry explained that it is more expansive than the existing Open Meetings Law policy. Phyliss Gates moved to approve the new policy and Marie Bishko seconded the motion. Unanimously passed.

The February board meeting has been changed to Feb.7 since the original date of February 14 falls on Valentine's Day.

Jeremy will be setting up a Shelter Island Library email account for all board members. It's important that our personal emails are protected and therefore we will no longer be using our personal emails for library business. All of the emails that Terry Lucas sends out to board members will now be received on a Shelter Island Library email account. The new accounts will be set up in the New Year for each board member.

Phyllis Gates recommended that we have a photo of each board member posted next to the bios on the website. The Board agreed so Terry Lucas will arrange for a photographer.

Patterson UBS Fund Allocation has changed in light of the market. Some equities will be sold and kept in cash. After a discussion with the broker and the finance committee, the recommendation to the board is to sell part of the equities(stocks) with the proceeds to be added to our cash balance (fixed income balance) as a hedge against a potential market correction. Don Regan made a motion to approve this reallocation. Henry Fayne seconded the motion. Unanimously approved.

The Governor has directed all public places to require a vaccination requirement or a mask requirement. The board has given the direction to Terry that everyone who is in the library business and is over the age of two must wear a mask.

Adjournment to Executive Session 8:05 to discuss Salaries

Motion to leave Executive Session

Open Meeting resumed at 8:15.

After a motion by Don Regan and a second by Tom Hashagen, the Board voted to approve the salaries and bonuses as discussed in Executive Session. Terry Lucas thanked the board for the Holiday Bonus for herself and for her staff. The board gave Terry Lucas a round of applause.

Old Business:

Strategic Plan Goal 3 Where we are Where we are going was discussed

1. Terry Lucas would like to have more continuing Education programs for her staff and for herself.

2. The Library staff should begin to begin to work more closely with the High School. It has been hard because of Covid, but Terry would like to reconnect with Walter Brigham to determine how the library can support school technology.
3. Henry Fayne asked if we could explore becoming more of a virtual library. The goal being both a virtual library as well as a physical library for educational purposes, entertainment and communications.
4. The library could explore other kinds social media. At present the Zoom programs are very successful with our adult population.
5. Terry would like to see more programming that sparks creativity for the children. Use of the SCLS Lending Library should be explored
6. Terry would like to do more programs with the seniors in our community. It was suggested by Bonnie Stockwell that seniors work best one on one and perhaps a high school student could teach computer skills to the seniors.

Terry told the board that she had met with the architects by Zoom and will meet with members of the planning board in January with the new suggested design. She is very happy with the revised design. Once the board agrees on the plan, we will need to figure out next steps including a capital campaign.

Meeting was adjourned at 8:55