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

**SHELTER ISLAND PUBLIC LIBRARY SOCIETY
BOARD OF TRUSTEES MEETING
July 17, 2017**

MINUTES OF MEETING

Board members present: Dave Roggie, Don Dunning, Bill Martens, Phyllis Gates, Cori Cass, Jody Geist, Mary-Faith Westervelt, Judy Hole Suratt, Charlie Weiner, Mike Bebon

Board members excused: Tom Hashagen, Julia Brennan, Peter Farrar

Also attending: Terry Lucas, Library Director

President Dave Roggie called the meeting to order at 7:03pm.

Secretary's Report:

The minutes of the previous meeting, prepared and distributed in advance, were approved unanimously.

Public Expression: No members of the public were in attendance.

Correspondence: None

Treasurer's Report:

The previously distributed Warrant Report, Income Statement, and Income Statement– Capital Endowment reports were presented. Expenses this month were above the normal range due to an additional week of payroll and several one-time costs for equipment and services. Several Warrant items were questioned and explained. Overall, financial performance year to date is favorable. The Treasurer's Report was approved unanimously.

Investment Report

There were additional investments in equities during the last quarter, with close to 70% now in equities. Total income for 2017 is projected to be lower than 2016. The investment advisor will continue to monitor the market to identify opportunities. The Investment Committee will meet again in the next quarter.

Friends of the Shelter Island Library Report

With no one attending from Friends, the Director presented their written report that had been distributed in advance. The "Suds and Songs" fundraiser was very successful. A new logo has been developed.

Strategic Planning Committee

Mike Bebon summarized the third meeting of the Strategic Planning Committee that had met immediately prior to the Board meeting. The Committee discussed the American Library Association report on Future Trends and their potential impacts on Libraries. Based on the discussion the Committee will continue to explore increased involvement in education and continued learning, increased information technology capability, and expanded services to facilitate the community's use of computers to access information and communicate, possibly including a computer lab space. The trends also suggested various types of spaces that should be considered in any planned future expansion.

Facilities Committee Report

A layout for the move of the Children's Library to the lower level, provided by a space planning firm, was discussed. The project would include moving of shelving and books as well as partitioning off the lower level kitchen area to create a lunch room. A conceptual-level cost estimate is \$45K. The proposal did not address replacement of the children's furniture. That is badly needed and is expected to be in the \$15-18K range. There is the possibility of a New York State grant for the project but the application must be submitted in September. State support for 50% of the cost will be requested.

Other Financial Matters

Budget Committee: The budget process is ongoing. The 5 page proposed 2018 budget was presented to the Board in detail. Salary increases and additional costs for liability insurance were noted as major components of the increased budget. The proposed budget was approved unanimously.

Director's Report

A full report was prepared and distributed in advance. Highlights were briefed by the Director.

Adjournment

The meeting was adjourned at 8:23pm.

Respectfully submitted by: Michael J. Bebon, Secretary