

**MINUTES OF THE REORGANIZATION MEETING OF THE CMFPL TRUSTEES  
HELD AT THE LIBRARY ON TUESDAY, JULY 6, 2021**

- I. The meeting was called to order by President Virginia Tyson at 7:10p.m. Present were: Virginia Tyson, Jacques LeBlanc, Christine Buff, Deborah Cannarelli, Marcie Litjens, Bob Chesnut and Jacqueline Franke. Absent was: Colleen Hogan
- II. Agenda was approved on a motion made by C. Buff, seconded by J. LeBlanc, all in favor.
- III. Minutes of the June Meeting were approved on a motion made by C. Buff, seconded by J. LeBlanc.
- IV. Period of Public Expression - None
- V. Review and Approval of warrant ending June 30, 2021 Operating Account warrant 12AA on a motion by C. Buff, seconded by J. LeBlanc, all in favor.
- VI. Reports.
  - A. President's Report – None
  - B. Trustees' Report – None
  - C. Director's Report – Director Litjens reported the following: Reviewed construction updates. The staff was given a survey regarding Covid protocols. The results were shared with the Board.
  - D. Additional Reports – None
- VII. Executive Session
  - A. Motion by C. Buff, seconded by J. LeBlanc, to enter into Executive Session at 7:18 p.m. to discuss a personnel matter, all in favor.
  - B. Motion by C. Buff, seconded by J. LeBlanc to resume Regular Session at 7:30 p.m., all in favor.
- VIII. Old Business - None
- IX. Period of Public Expression - None
- X. New Business
  - A. Oath of Office to be taken by Colleen Hogan – Tabled due to absence
  - B. Election of Officers for the period July 1<sup>st</sup>, 2021 through June 30<sup>th</sup>, 2022:

Motion made by C. Buff, seconded by J. LeBlanc to elect V. Tyson as President, all in favor.  
Motion made by C. Buff, seconded by J. LeBlanc, to elect J. LeBlanc as Vice President, all in favor.  
Motion made by C. Buff, seconded by J. LeBlanc, to elect C. Hogan as Secretary, all in favor.
  - C. Appointment of Library's Auditor to be Baldessari & Coster LLP, motion made by C. Buff, seconded by J. LeBlanc, all in favor.
  - D. Appointment of Library's Insurance Advisor to be Epic Insurance Brokers, motion made by C. Buff, seconded by J. LeBlanc, all in favor.
  - E. Appointment of Library's Legal Advisor to be Kevin Seaman, motion made by C. Buff, seconded by J. LeBlanc, all in favor.
  - F. Appointment of Library's Treasurer to be James K. Ryan, at a monthly stipend of \$425, motion made by C. Buff, seconded by J. LeBlanc, all in favor.
  - G. Appointment of Secretary to the Board to be Jacqueline Franke, at a monthly stipend of \$175, motion made by C. Buff, seconded by J. LeBlanc, all in favor.
  - H. Motion made by C. Buff, seconded by J. LeBlanc, to adopt Library budget, approved by voters in 2021 in the amount of \$3,725,500 with a tax request of \$1,088,500, all in favor.
  - I. Motion made by C. Buff, seconded by J. LeBlanc, to designate The Long Island Advance and The Southampton Press (Western Edition) as newspapers for legal notices, all in favor.

J. Motion made by C. Buff, seconded by J. LeBlanc, to authorize Peoples United Bank (M&T Bank) for Business Checking with Interest, Payroll and Operating and Dime Community Bank (formerly Bridgehampton National Bank) for Capital, Petty Cash and Lauer Fund, all in favor.

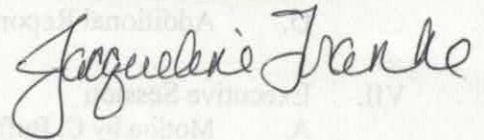
K. Motion made by C. Buff, seconded by J. LeBlanc, to authorize Board President and Treasurer as signers on the above-named accounts; motion to authorize M. Litjens as signer on Petty Cash, all in favor.

L. Motion by C. Buff, second by J. LeBlanc, discussion and approval of staff wages for fiscal year 2021-2022, effective June 27, 2021, all in favor.

XI. The next meeting of the Board of Trustees will be held on Monday, July 19, 2021 at 7:00p.m. There being no further business, tonight's meeting was adjourned at 7:35p.m. on a motion made by C. Buff, seconded by J. LeBlanc, all in favor.

XII. Adjournment.

Respectfully submitted,



Jacqueline Franke  
Secretary to the Board