

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, OCTOBER 16th, 2023**

- I. The meeting was called to order by Vice President Jacques LeBlanc at 7:03 p.m. Also present were: Christine Buff, Colleen Hogan, Marcie Litjens, Bob Chesnut. Absent were: Virginia Tyson (excused), Jacqueline Franke
JASON CARRELLI
- II. Pledge Of Allegiance
- III. Agenda was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- IV. Minutes of the September 18th, 2023 Regular meeting was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- V. Period of Public Expression – Community member Joanne Lapinski spoke. She appreciates the libraries helpful staff, programs offered, the willingness to work with local outside agencies, and everything that the library brings to the community. Ms. Lapinski finds the library a comfortable place to be, citing a beautiful space and the café as examples. She stated that Director Litjens is an active leader who goes above and beyond for the patrons, a beacon of goodness. Finally, Ms. Lapinski stated that the library leadership along with the people who work here are what makes the Center Moriches Library so special.
- VI. Financial Report For October
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|-------------------------------|-----|--------------|
| Operating Account Warrant | #4 | \$146,331.22 |
| Operating Account Warrant | #4A | \$ 7,248.45 |
| Payroll Account Warrant | #4B | \$159,693.80 |
| Capital Projects Fund Warrant | #4 | \$ 1,848.00 |
- VII. Reports
- A. President's report: None
- B. Trustees' reports: None
- C. Director's report: Director Litjens reported the following: There was a car accident in the parking lot. The police are dealing with it. The shredding event saw a record number of 380 cars. Dan Panico visited the event. The community room usage has increased. We are looking into smaller, two person tables. Friends of the Library week included a book talk, haunted tea, and a book sale that netted \$1478.63. The library is upgrading the payroll system. This will be at no extra cost to the library. We will be discontinuing paper records and going all digital. While the library was closed for the Columbus Day holiday rooftop cameras were installed, the roof was checked for drainage issues, the alarm company came in to do some work, and the carpets were cleaned. The library will have new servers being installed in November. The library was recommended for a construction grant in the amount of \$225,000 to help pay for the site improvement plan.
- D. Additional reports: None
- VIII. Executive Session – None
- IX. Old Business
- A. Oil/Gas and interior alterations: The library is almost ready to close out this project.
- B. EV Station/Solar: This project has been put on hold.
- C. Site Improvement Plan (parking lot): The Board reviewed the revised plans. Discussion ensued.
- D. Sustainability: Going forward it may be possible to collaborate with the Town of Brookhaven and System regarding the Trex program.
- E. Director Evaluation Policy: The Board reviewed the draft policy. Discussion ensued.
- F. Credit Card (USPS): Options were discussed regarding a staff credit card for USPS purchases. The Costco card and a pre-paid credit card were two of the options discussed.
- G. Banned Books: The library received an anonymous letter regarding this topic. Discussion ensued.
- H. Budget-Trustee: Dates of the 2024 Budget Vote and Election were discussed, as was the seat that will be available.
- I. Landscaper: Discussed the condition of the grounds.

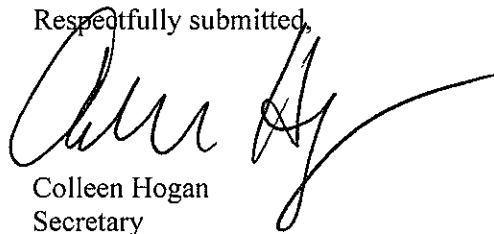
X. New Business.

- A. Motion by C. Buff, seconded by C. Hogan, to transfer \$175,000 from M&T Checking to Payroll Account, all in favor.
- B. Motion by C. Buff, seconded by C. Hogan, to accept resignation of Library Clerk, Christopher Olphie effective 10/17/23, all in favor.
- C. Motion by C. Buff, seconded by C. Hogan, to accept the new Director Evaluation policy, all in favor.
- D. Motion by C. Buff, seconded by C. Hogan, to set budget hearing date on March 25, 2024, all in favor.
- E. Motion by C. Buff, seconded by C. Hogan, to set budget vote date on April 2, 2024, all in favor.

XI. Date and time of the next meeting of the Trustees: Monday, November 18, 2023 at 7:00pm.

XII. There being no further business, tonight's meeting was adjourned at 8:01 p.m. on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Colleen Hogan
Secretary