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**Transcript/Minutes  
Regular Meeting of the Board  
Held on Zoom - 6:30PM  
Riverhead Free Library  
April 14, 2021**

**Present:** John Munzel; President, Janet O’Hare; Vice President, David Friedrich, Treasurer; Ruth Nelson, Secretary; Jeff Zeiger, Trustee; Amy Wood, Trustee; Louise Wilkinson, Trustee; Annette Totten, Trustee; Marylin Banks-Winter

**Director:** Kerrie McMullen-Smith

**Assistant Director:** Stephanie McEvoy

**Staff:** Theresa Connolly, Susan Culver, Patricia Giebfried

**Friends of the Riverhead Library:** Marcia Littenberg

**Community Members:** Monique Genchi, Susan Berdinka, “Iphone”

The regular board meeting of the Board of Trustees was called to order via Zoom on April 14, 2021 at 6:30PM. The Board was provided with an agenda, board packets and previous meeting minutes.

John M.	Alright it just hit 6:30PM. The first order of business is the pledge of allegiance. Annette, do you want to do the honors?
Annette T.	Yes. Excuse me, like I said I’m a little stuffy. I pledge allegiance...”
John M.	Beautiful. Thank you. Next, the agenda. I presume everyone has reviewed the agenda? Do I have a motion to approve the agenda?
Marylin B.	So moved.
Ruth N.	I second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 951</b>	<b>Motion Carried</b>
John M.	Okay. The minutes of the regular meeting of March 10th for review and approval. Anybody have any comments with regards to that meeting and record thereof? (pause) Someone make a motion to approve the minutes please.
Ruth N.	I move that we accept the minutes of March 10th.
John M.	Thank you. Second?
Marylin B.	Second.

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John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 952</b>	<b>Motion Carried</b>
John M.	Okay. Treasurer's report, Mr. Friedrich? You've got to unmute.
Janet O.	What about the Period of Public Expression John?
John M.	Did I skip that?
Janet O.	Yes.
John M.	I did. I'm sorry. Any period of public expression? Anybody in the public have anything they wish to comment on? (pause) Okay, now onto the Treasurer's report. Mr. Friedrich? You're muted Dave. Where did he go? He disappeared.
Janet O.	David where are you?
John M.	There we go.
Janet O.	Good. Okay.
David F.	I make a motion for the approval of bills for the month of March 2021.
John M.	Do I have a second?
Marylin B.	Second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 953</b>	<b>Motion Carried</b>
David F.	I make a motion for the approval of receipts and disbursements for the month of March, 2021.
Ruth N.	I second.
John M.	All in favor?
All	Aye.

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John M.	Opposed? (pause) So carried.
<b>4.14.2021 954</b>	<b>Motion Carried</b>
David F.	Warrants. I make a motion for the approval of warrant #21-4-1 general fund checking in the amount of \$130,848.84.
John M.	Is there a second?
Marylin B.	Second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 955</b>	<b>Motion Carried</b>
David F.	May I have a motion for the approval of warrant #21-4-2 general fund money market, \$145,000 to BNB payroll account?
John M.	Is there a second?
Ruth N.	I second it.
John M.	Okay, all in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 956</b>	<b>Motion Carried</b>
David F.	I make a motion for the approval of warrant #21-4-3 general fund payroll in the amount of \$148,630.27.
Ruth N.	I second that.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 957</b>	<b>Motion Carried</b>
David F.	I make a motion for the approval of the warrant for the capital fund

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	project in the amount of \$1,737.50.
John M.	Second please?
Marylin B.	Second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 958</b>	<b>Motion Carried</b>
David F.	I make a motion for the approval of bank reconciliations for the month of March 2021.
John M.	Second please?
Ruth N.	Second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 959</b>	<b>Motion Carried</b>
John M..	Correspondence.
Kerrie M.	Yes. Okay: "I totally enjoyed the Calligraffiti course. The instructor was excellent and I needed this distraction in these crazy times. I will practice at least 30 minutes a day and have fun. I like being silly with this art. Keep up the good work offering inspiring courses on Zoom until we can meet in person"- Carol Denise.
Amy W.	That was nice.
Kerrie M.	And then we also have from Reverend Mary Cooper: " The library is vital to the community and is a Godsend. The staff for the tax assistance were professional and welcomed questions. This was a great experience". And that is it for Correspondence.
John M.	Okay, Director's report.
Kerrie M.	Right, Director's report. So we had almost 3,000 patrons visit our library in the month of March which is up from 2,000 in February, so we're definitely moving in the right direction. I am recommending that effective May 1st the library hours for Saturday return to 9AM to 5PM, we've

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	<p>currently been at 10AM - 3PM. I think that with an improvement in the weather and with more people coming to the library I think that's a step in the right direction. And I'm also recommending that we lower our quarantine time for returned library materials from 72 hours to 24 hours. The Long Island Cares mobile food pantry was at the library on 4/1/2021 for an hour and they served 45 families, or 134 individuals. Island Harvest Senior Mobile food distribution was at the library on 3/15/2021 and they served 45 people as well, so that was our lucky number for food pantries. The library received a certificate of recognition from the US Census Bureau for being a member of the 2020 Census Community Partnership and Engagement program, so that was a nice thing to receive. The committee for policies and bylaws met to review the following policies: Code of Ethics, Records Retention policy, Petty Cash policy and Open Meetings and Public Participation at library meetings policy. Tom Volz's office reviewed the drafts and gave the go ahead for the Board to approve the policies at tonight's meeting. We received a check for the 2020-2021 local library services aid in the amount of \$2,197.21. We also received a check for \$124 from Stop and Shop for being the non-profit benefiting from the community bag program for the month of December, at the Hampton Bays store. We received a third levy payment from the Riverhead Central School District in the amount of \$953,139.25. Our 2021-2022 Budget was approved by our community on 4/6/2021 and the final tally was 183 to 122. So we're very thankful that the community supports the library. Our senior services coordinator, Laura LaSita, has submitted her request to retire after over 36 years of service to the Riverhead Free Library. She's been a very dedicated employee and she will be missed greatly. And we are planning a little party for Laura so stay tuned for the details. Island Harvest will be hosting a food collection campaign on 4/23, 4/24 and 4/30 with elected officials on Long Island, and they've asked to use us as a location on Friday, April 23rd. So we will have local Riverhead politicians at the library on that date with Island Harvest from 9:30AM - 2:30PM and it's a collection, it's not a distribution it's a collection site. So I invite all of you to stop by if you want to help out, that would be terrific. And that is my report, does anyone have any questions?</p>
David F.	Can you send us an email to keep us updated on that particular event?
Kerrie M.	On the Island Harvest event?
David F.	Yes.
Kerrie M.	Sure.
John M.	Anybody else? (pause) Okay, Assistant Director's report.
Stephanie M.	Hi everyone. There's a lot to report actually, a lot of progress at the Yellow Barn since our last meeting. Since the last meeting we received the permit. And within a few days, Locascio Construction got started. First they jacked up the second floor, lifted it up, leveled the floor, put in LVLs

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	<p>which are laminated veneer lumber, engineered lumber to support the second floor. So it's all nice and leveled, basically shored up the bones of the building. That was first. And they also replaced a small section of the floor on the second floor that was rotten, so that's new. And the first floor office was re-sized and a new door was installed. The first floor of the building was originally painted, so it was repainted. So to take away some of the (it was kind of an eyesore) new lumber that was installed in the ceiling so now everything is all nice and painted the way it was it looks beautiful. The interior sliding screen doors that are on the inside of the big doors in the front were refurbished. The hardware was redone so that they slide nicely, everything is all nice and clean and they were painted as well. The second floor safety rail that looks over into the stairwell was reconstructed to meet code. The electrical work is complete now to code. The dehumidifying system was installed and that's complete. The skylights were installed. The stairs were modified to reinforce them. We closed off the risers to shore up the staircase. We weren't able to replace it because of the space. And the handrails were replaced on both sides, they were kind of pieced together and a little bit shaky. So they've both been replaced on both sides to code and it looks really nice. So the interior is almost completely done. We have some little touch-ups on paint here or there where some things were removed after the paint was done. There are still some repairs along the bottom, replacement of wood on the front doors. They're working on that now. They have to order a couple of pieces of wood. So it's really close to being done and it's really exciting. Locascio Construction was amazing to work with. They really got it all done, made it all easy for us. They kept us in the loop, they were very professional and very easy to work with.</p>
Marylin B.	Great.
Stephanie M.	So, we're looking good there.
David F.	Are the additional outlets in now?
Stephanie M.	Yes.
Janet O.	So Stephanie we're looking at a target day of reopening sometime in May is that correct?
Stephanie M.	Yes I think that's what we're trying to do.
Janet O.	Okay.
Stephanie M.	I don't know if a particular day has been discussed yet but yes I think that should work.
Janet O.	Okay, good.
John M.	Anybody else have any comments or questions? Yes, go ahead Marcia.
Marcia L.	Thanks. So the question I have is when are we going to get library shelves

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	in so that we can sort of think about the date to begin unloading the trailer and restocking the Yellow Barn?
Stephanie M.	Soon. Yes, that's definitely one of the next things on the list. Once all the odds and ends inside get finished and all the touch up paint gets done, that's really the next thing.
Marcia L.	Could you email me then?
Stephanie M.	Of course.
Marcia L.	Thank you, thank you very much.
Stephanie M.	No problem.
John M.	Anybody else have any questions or comments? (pause) Okay. Committee reports: personnel. Ms. O'Hare?
Janet O.	I do not have anything to report for personnel.
John M.	Okay. Buildings and Grounds, Ms. Banks-Winter?
Marilyn B.	Yes. Like Stephanie was saying, a lot to report. Monday March 22nd, Frank began the work inside the Barn deriving from the report from Kerrie to the Buildings and Grounds committee and to the Board. We had electrical problems with the alarm to the Yellow Barn. And on Wednesday March 24th, Kerrie informed the Board that the Barn had no electricity and Locascio needed to install the dehumidifier system in the Yellow Barn. Our electrician, John Hunting from Soundview was called in and he reported that the direct burial wire that runs from under the library building through the conduit in the courtyard between the children's room and the Barn would have to be replaced and upgraded from 50 amps to 100 amps at the cost of \$7,250. This cost would have come from our capital fund but we are thankful for the astute chair John Munzel, who notified Marcia Littenberg, president of the Friends, and requested that the commitment of the \$10,000 for the restoration be submitted. We were notified that the necessary funding was received on Tuesday March 30th, and we thank the Friends for submitting that quickly. The upgrade of the electrical panel ensures steady flow of electricity and prevents potential electrical fire hazards. Doing this will also help reduce our building insurance. On Tuesday, April 6th Kerrie informed the B and G committee that once the office back wall was removed as Stephanie had mentioned, the floor was worn and faded and needed to be addressed. There were two change orders under the current approved price for construction for the flooring to include a coat of polyurethane and additional electrical outlets as David had mentioned suggested by our architect to improve electrical access on the first floor. Frank, our contractor, informed us that he did not need to install the two rows of LVLbeams as Stephanie had mentioned with the 4 x4 which would have cost us \$84,000. And he would sand down the first floor and the steps leading to the second floor and polyurethane and seal coat it and that cost was \$3,500 because I asked for

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	<p>a second, a double urethane coat, and that would make the floor stronger as we will have foot traffic back and forth. Also with the natural wood that would bring back the beautiful splendor of that floor which is always good. And I suggested, like I said, the double polyurethane. Kerrie reported that the office wall moved back at the entrance of the Barn. The office doors installed as Stephanie said, the skylights installed and risers on the staircase and so on and so forth. Everything is running smoothly she said, the dehumidifier duct work was installed. All insurances, she mentioned, worker's comp and liability from the contractors have been received. And a note, still of caution. This is an active construction area, and we request that no one enter the Barn and walk around on the inside and outside while the work is being completed without authorization. And basically that's my report for now John .</p>
David F.	Just one correction: you said \$84,000 in savings, it was \$8,400.
Marylin B.	For the LVB beams?
David F.	Yes, it's \$8,400.
Marylin B.	\$8,400 yes minus the \$3,400 which is a savings of \$4,900.
John M.	Great.
Marylin B.	I'm complete.
John M.	Anybody else have any comments or questions for Ms. Banks-Winter? Okay moving on to Policies and Bylaws, Ms. Nelson?
Ruth N.	We met and all members were present. We had a productive meeting. We reviewed and discussed four policies and agreed that after Tom Volz did a final review of those policies, they would be prepared with a resolution to be presented to the Board for the April 14th Board meeting. So we have those resolutions in our packet, if you want to vote on them we can do that now. Do you want to vote on these now?
John M.	Why don't you finish up and then we can do the votes on whatever you have.
Ruth N.	As a committee we recommended adding to our standard committees which is article nine: a nominating committee, an ad-hoc committee and a fundraising committee. So that was one recommendation. Our other recommendation to change article three of the Board of Trustees section four addressing attendance at meetings and that would read: "if a trustee fails to attend three Board of Trustee meetings during any rolling 12 month period without an exceptional excuse accepted as satisfactory by a vote of the Board of Trustees, such Trustee shall be deemed to have resigned". And then lastly, the Board discussed amending the bylaws to allow for absentee ballots for the annual trustee vote. And Kerrie has spoken to Tom Volz to get samples or models of what other schools or libraries have done and those models have been provided by Kerrie and



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	Tom and we will have a meeting next week to discuss them. And would you like to vote?
John M.	Yes, if you would like to read the resolutions.
Ruth N.	You want to do the resolutions? Okay, we'll do that first. Resolution #21-320: Approval to revise the library's code of ethics. Now therefore be it resolved as follows: the Board of Trustees hereby approves to revise the library's Code of Ethics policy, effective April 14, 2021, and authorizes the Board President to execute the agreement on behalf of the Library. Do you want me to read the whole thing?
John M.	I don't think that's necessary. Do we have a second to that motion?
David F.	I make a motion to accept it
John M.	I'm sorry? David I don't know what you said.
David F.	I said I make a motion to accept the resolution as written.
John M.	Got it, thank you. Is there a second?
Marylin B.	Second.
<b>4.14.2021 960</b>	<b>Motion Carried</b>
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
Ruth N.	Alright the next resolution is #21-321: Approval to revise the library's records retention policy. Now therefore be it resolved as follows, the Board of Trustees hereby approves to revise the library's Records Retention policy into the library's financial policies, effective April 14, 2021, and authorizes the Board President to execute the agreement on behalf of the Library. Is there a second to the resolution?
John M.	Is there a second to that please?
Amy W.	Yes, second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 961</b>	<b>Motion Carried</b>

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Ruth N.	The next resolution is #21-322: Approval to adopt a petty cash policy. Now therefore be it resolved as follows: the Board of Trustees hereby approves to adopt a Petty Cash policy into the library's financial policies, effective April 14, 2021, and authorizes the Board President to execute the agreement on behalf of the Library.
David F.	I'll make that motion.
Amy W.	Second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 962</b>	<b>Motion Carried</b>
Ruth N.	And the last resolution is #21-323 which reads: Approval to adopt an open meeting and public participation in library meetings policy, which we have been doing but we're just formalizing it. Now, therefore be it resolved as follows, the Board of Trustees hereby approves to adopt an Open Meetings & Public Participation at Library Meetings policy into the library's general policies, effective April 14, 2021, and authorizes the Board President to execute the agreement on behalf of the Library.
John M.	Is there a second to that motion?
Maylin B.	Second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 963</b>	<b>Motion Carried</b>
John M.	Mr. Friedrich please?
Ruth N.	One second, do we approve our recommendations with regards to the changes in the library's trustee attendance policy? And do we approve adding the nominating committee, ad hoc committee and fundraising committee?
Kerrie M.	Ruth, I think we should wait until we have everything amended for the bylaws and then just put it forward to amend the bylaws with all of the changes. I think it will be easier that way. Once we get the mechanism in place for absentee ballots, then we can have a full revision in writing and we can extend it to the Board for approval.

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Ruth N.	Okay, I'm not talking about that Kerrie.
Kerrie M.	I just meant we do all of those changes at the same time, I mean unless you disagree, I just think it would be easier for everyone to see all the revisions at once.
Ruth N.	Then we'll hold the revisions then until the policies on the ballots are done. Do we have to vote on holding that?
Janet O.	No, you bring it forth to the Board once you've come up with the verbiage for those amendments that you were talking about. The absentee ballots and the attendance.
John M.	Next, Mr. Friedrich, please?
David F.	Yes, I have a resolution #21-319: Approval to retain the services of Baldessari and Coster LLP for the annual audit. Now, therefore be it resolved as follows: the Board of Trustees hereby approves to retain the services of Baldessari and Coster LLP for the annual audit for the fiscal year beginning July 2021 and ending June 2022 and authorizes the Board President to execute the agreement on behalf of the Library. Resolved, that a copy of this resolution be made available in accordance with applicable laws, rules and regulations.
John M.	Is there a second to that motion please?
Janet O.	I second.
John M.	All in favor?
All	Aye.
John M.	Opposed? (pause) So carried.
<b>4.14.2021 964</b>	<b>Motion Carried</b>
David F.	Next on the agenda is the approval of personnel and payroll report for March, 2021. There were no new hires. There were no resignations or terminated employees. There were no reclassified employees. Under staff development, there were 53 programs, seminars and meetings that were attended by 13 employees utilizing four communication sources. And these were done in addition to their normal library duties. May I have a motion?
Janet O.	I make a motion to accept the personnel and payroll report.
Ruth N.	And I second it.
John M.	All in favor?
All	Aye.

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John M.	Opposed? (pause) So carried.
<b>4.14.2021 965</b>	<b>Motion Carried</b>
John M.	Fundraising, Ms. O'Hara.
Janet O.	O'Hare.
John M.	I was close. Sorry about that.
Janet O.	Yes, a few things to report. The brick project is underway, it will be going in our May newsletter so we had to kind of rush it to get it in the newsletter. The levels are, and Kerrie help me with this, the levels are \$100 for a small brick, \$250 for a large brick, and then for the plaque...
Kerrie M.	\$500 for bronze, \$750 silver, I think it's \$1,000 for gold, and \$2,000 for platinum.
Janet O.	I think there's gold and a platinum level too.
David F.	That's correct.
Janet O.	Right, so that will be going in the May newsletter. We're going to kind of call it a memorial brick path. And I would encourage all Board members and maybe future Board members to purchase a brick. I'm sure you have loved ones that you would like to acknowledge in our path. So I would encourage you to do such. Also we talked about having a database for mailing out letters. Solicitations for donations, that's closed today. If anybody has any other people that they could think of that we could add to that database, please forward that to Stephanie, she's been great trying to compile all of that. I'm going to get together volunteers to stuff envelopes and put labels on envelopes. So Stephanie will be contacting you for that. And thirdly, the good news is we had a very successful meeting with a potential donor just yesterday. who has donated to other places around town. I think they are a big fundraiser for the hospital. Where I worked at East End arts, they had made some large donations also. We sat down with the potential donor: David, John, Myself, Stephanie and Kerrie and we pitched our best. Kerrie gave a little history, I kind of kicked in with community service, people donate their books, they have a place to go, etc. etc. We all kind of pitched to the potential donor and found out we were preaching to the choir because this person loves the Yellow Barn, they went to the Yellow Barn as a kid, they have donated to the Yellow Barn. They said they would bring a pile of books to the Yellow Barn and then would have to take a pile back with them because they would find so many great things there. So they were really on board. We did not get a money value from them yet, but I think we were very well received. Martin was there too and he kind of talked about some of the technical details and I see really great things happening with this. I mean questions were asked that I think we didn't even talk about. Plumbing and electrical and heating and things like that. They were even looking past what we're

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	<p>talking about in painting the barn and taking the lead paint off. So it was a very successful meeting and I think we were all very happy that it happened. I don't know if anyone else wants to add to that. I'm so happy that we're on the road to it. And I think we have about, how much David right now?</p>
David F.	<p>\$12,547.20 as of yesterday. I don't know if Sue got any money today.</p>
Janet O.	<p>So that's also including the \$10,000 from the Friends so that's the bulk of it. So hopefully our brick project will get a lot of response. And I think it will.</p>
David F.	<p>I would just like to reinforce your comments relative to the Trustees on the Board donating to the Yellow Barn fund. It's a very important thing and in most Boards the Trustees do in fact donate whenever there are projects that involve funds. So I'm making an appeal on your behalf and my behalf.</p>
Ruth N.	<p>David, is that done individually or as a Board?</p>
David F.	<p>No, individually. It's your choice, whatever you'd like to donate but I think everyone should donate something.</p>
Ruth N.	<p>Great.</p>
Janet O.	<p>And Kerrie said something about buttons too. We have donors that give us \$20, \$25 and there's like a little button maker that we have in-house right Kerrie?</p>
David F.	<p>Yes, good idea.</p>
Janet O.	<p>Yes we could give them a little button that says "I donated to the Yellow Barn" or something to that effect.</p>
Kerrie M.	<p>Yes.</p>
Janet O.	<p>Oh and the thermometer, sorry one more thing. Kerrie called up Fisher, is it Fisher?</p>
Kerrie M.	<p>Yes.</p>
Janet O.	<p>We called Fisher today and we're sorting that out. There was a little miscommunication there. So we're looking in the near future to get that installed.</p>
Marilyn B.	<p>And where would it be installed?</p>
Janet O.	<p>I think we were talking about installing it in front of the Yellow Barn if we could or close to it. So this way it kind of gives you the visual of what you are donating for.</p>
David F.	<p>Wouldn't it be better at the library? Because that has more traffic at the</p>

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	moment than the Yellow Barn does.
Marylin B.	Can we get more than one? Is there a high price for that?
Kerrie M.	The way the sign is installed it's installed with posts. They have to bring a post hole digger and install it so really I was thinking if we could put it somewhere where there is grass that would be best. Whether it's by the sidewalk, between the sidewalk and the little patch of grass where you pull in or whether we put it out front where our sign is on the front lawn on Rt. 25. But that's the type of sign it is that it's going to be secured into the ground on posts.
John M.	And one question, who do we see about buying a brick?
Janet O.	Well once you get your newsletter John there's going to be a little form on that. So you can fill that out as who you want to memorialize on your brick.
John M.	When is that newsletter coming out?
Kerrie M.	Probably right before the end of the month or maybe the very beginning of May.
John M.	I hope my money doesn't evaporate by then.
Kerrie M.	Well you can make a donation at the library. We accept donations in person at the library.
John M.	Okay. Janet, that was a lovely report. Plan of service, anybody have anything they want to comment on that please? (pause) Okay, liaison reports, Ms. Wilkinson, Friends?
Janet O.	Is Louise here?
Amy W.	Yes Louise is here.
Janet O.	Oh, good.
Louise W.	We had the Friends meeting on Monday, they're moving along. Anxious to have the Yellow Barn open. It looks like there's not going to be any concerts for at least another year. John is concerned that if we book something and that person can't come because of the shutdowns or whatever happens with the statistics, then we would still have to cover them and it would just be too complicated. So most of the performers are still holding back as far as committing. So as far as the Sunday concerts, that's on a hold for the year. Definitely anxious about the coming year, and as far as the new trustees, they're trying to get their membership in order. So if we could all become members by the May date. By that meeting, it's \$10 a year and send it into the Friends, that would be helpful as well. And that's about it. I don't know if Marcia wants to add anything.

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Marcia L.	No, you did a fine job.
Louise W.	Thank you.
John M.	Thank you Louise.
Louise W.	Any questions? No? Okay.
John M.	Library Cooperative System. Susan isn't here but I don't know if anyone has Suffolk Cooperative Library System? I guess not. Unfinished Business. (pause) No Unfinished Business how nice. New Business. (pause) No New Business either? Period of Board Expression.
David F.	I'd like to make a comment John. I'm just curious how Monique liked her first exposure to the Board?
John M.	You've got to unmute Monique
Monique G.	Yes, hi. I'm actually eating dinner while listening. It's like any other meeting, the Lion's Club had similar meetings, the Chambers of Commerce. But I find it more interesting to be honest. Because it has to do with something that is centralized to one entity rather than spread out. Like the Chamber of Commerce is more attuned to different business people trying to promote their business so there's a little bit of self interest involved in it. This is sort of like everyone trying to get together to benefit the community as a whole and I really enjoy this. As I said during the meet the candidates night, I'm an attorney and we're always butting heads on everything. And this is more of a collaboration. And I enjoy this.
John M.	Thank you.
Janet O.	Welcome.
John M.	Susan?
Marylin B.	I would like to also comment, John. And find out about Margaret Robinson, my cousin Margaret Robinson's estate. Kerrie is there an update on that? On the trust for Margaret Robinson?
Kerrie M.	You know what, I actually did receive something in the mail today. And I had such a busy day that I opened it up and saw that we had to have something signed and notarized. So I was going to read through that tomorrow and send an email out to the Board with the details. But we did receive something today in the mail yes.
Marylin B.	Excellent. And also I forgot to mention that we have a B&G meeting scheduled for Wednesday, April 21st at 2PM and we will discuss the next phase of work on the Yellow Barn at that time. Okay, thank you.
John M.	Susan, did you have anything you wanted to say?

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Susan B.	I'm just really excited to be here. I was listening to the conversation about the bricks, is there a place I can do that online?
John M.	I have no idea.
Kerrie M.	It will be on the website, we just finalized details, I'm still working on getting the newsletter to print so once we have something that we can work with as far as a layout and a graphic we'll get it on the website as well.
Susan B.	Oh, perfect. Thank you.
John M.	Okay, anything else on New Business? (pause) No. Period of Board Expression. Does anybody have anything?
Marylin B.	We did that.
David F.	We already did it.
John M.	We're not done with that because I have something I wanted to put in there.
David F.	Okay.
John M.	We have something on retention of records and stuff. There's electronic savings of our records in the cloud. We don't have anything permanent in our library or adjacent. And when I had my practice, I backed up periodically, everything. And the backup I took off premises so that if my office burned, the chances of my office and my home burning at the same time were remote. So I'd like to get those small disks I think they said cost about \$100 and they have about a trillion savings on it. And I figured it would behoove the library to do their own backup which goes very quickly and put it on a disk or disks and save them somewhere off premises so that if the cloud gets attacked by anything we still have our own records on the disks. And a disk is \$100 and it's got so much storage it's absurd. I think it's something that we ought to think about. Okay anybody have any other comments on that? Or on any other subject?
Kerrie M.	John, I just want to comment that I had a conversation with Johnathan Moran regarding this and I think that our biggest concern is our Gmail suite with our Google Docs. And we were talking about how we've had some issues with our Gmail and he is actually doing research into possibly switching to Microsoft email instead of Gmail and that might help with most of the issues that we are having and as soon as I have details I will share that with the Board.
John M.	Great, thank you. Anybody else have any comments about the computer or record keeping or anything like that?
Marylin B.	Well I know at BNL we had a backup drive offsite like John had mentioned. A company was monitoring it. And I believe they still do have



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	a sort of backup drive that just in case there is some sort of tampering it will not affect anything with the library so all options are on the table right now I feel.
John M.	Oh by the way I should mention those drives are read only. You cannot change anything in there. You can download if you want to work on something, but you can't put in what you downloaded. Whatever you took out is in there permanently.
Marylin B.	You're talking about the offsite?
John M.	Yes, the backup.
Marylin B.	Yes, you can request anything. Because we had to request documents for the library.
John M.	But if you change it you can't go back and put it back in.
Marylin B.	We never had to do that so I can't talk about that.
John M.	That's the thing about read only you can change it but you can't put anything new into the system.
David F.	Okay.
John M.	Anybody else have anything? Any Board members have anything? (pause) Public expression? Anybody have anything they want to say? (pause) Do I have a motion to adjourn?
Marylin B.	I make a motion to adjourn.
Janet O.	I second.
John M.	All in favor?
All	Aye.
John M.	Opposed? So carried.
	<b>Meeting Adjourned at 7:15PM</b>