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**Transcript/Minutes
Regular Meeting of the Board
Via Zoom Conference - 6:30 PM
Riverhead Free Library
July 8, 2020**

Present: John Munzel, President; Louise Wilkinson, Vice President; David Friedrich, Treasurer; Janet O'Hare, Secretary; Ruth Nelson, Trustee; Marylin Banks-Winter, Trustee; Amy Wood, Trustee; Jeff Zeiger, Trustee; Annette Totten, Trustee (joined at 6:51pm)

Director: Kerrie McMullen-Smith

Staff: Patty Geibfried , Susan Culver

Friends of the Riverhead Library: Rosalie DelQuaglio, President

Community members: identified as iPhone.

The Regular Board Meeting of the Board of Trustees was called to order via Zoom Conference on July 8, 2020 at 6:30PM. The Board was provided with an agenda, board packets with financials and previous minutes.

John M.	It's 6:30, should we call the meeting to order?
Ruth N.	We're all here?
Kerrie M.	I think we're missing two people.
John M.	Missing a couple.
Louise W.	Jeff's here. Annette and Marylin are missing.
Kerrie M.	Missing Annette and Marylin.
Louise W.	Yep.
Ruth N.	What about Jeff and Amy?
Kerrie M.	They're here.
Ruth N.	Okay, I came in later. Hi Louise.
Louise W.	Hi
John M.	I think we have a quorum, so we'll just start I guess, unless you want to wait some more.
David F.	Up to you, Mr. President.
John M.	Why don't we wait another few minutes and see if people roll in I guess?
Janet O.	Is Louise here?

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Louise W.	Yes, I'm here.
Janet O.	Amy, welcome, Jeff, welcome.
Jeff Z.	Yes
John M.	All right, why don't we get started? Dave, you want to do the Pledge of Allegiance please?
David F.	My pleasure. I pledge allegiance...
John M.	Anyone want to make a motion to approve the agenda?
David F.	I'll make a motion.
Kerrie M.	Wait wait, John, we have to amend the agenda, I sent an email earlier today.
David F.	Yes, for the two proposed, yes.
Louise W.	Under personnel?
Kerrie M.	Yes.
Louise W.	Okay. I have those, number 20-296 and number 20-297. Under personnel.
John M.	Any other changes or corrections? Okay.
Janet O.	I make a motion to approve the amended agenda?
John M.	Yes please.
David F.	I'll second it.
John M.	All in favor?
Several	Aye.
John M.	Opposed, so carried.
7.8.20 828	Motion carried
John M.	Next we have approval of the minutes from the regular meeting of June 10th.
David F.	I'll make that motion. I read the minutes
Ruth N.	Yes, I'll second it.

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John M.	All right, all in favor?
Several	Aye.
John M.	Opposed? So carried.
7.8.20 829	Motion carried
John M.	The period of public expression. Anybody out there? Want to talk to us? Nobody wants to talk to us? I don't blame them.
Louise W.	I don't see any faces.
Marylin B.	I have, hello all, I have my children here, so..
John M.	I see.
Louise W.	Okay.
Marylin B.	My grandchildren, so you'll see them running around, so I opted out of video.
Janet O.	Okay.
John M.	Okay, treasurer's report, David?
David F.	Okay, I would like a motion for the approval of bills for the month of June?
Janet O.	I'll make a motion to approve the bills for the month of June
Ruth N.	I'll second it.
John M.	All in favor?
Several	Aye
John M.	Opposed? So carried.
7.8.20 830	Motion carried
David F.	I'd like a motion for the approval of the receipts and disbursements for the month of June.
Marylin B.	I'll make a motion to approve the receipts and disbursements for the month of June.
Ruth N.	I'll second it.

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John M.	All in favor?
Several	Aye
John M.	Opposed? Carried.
7.8.20 831	Motion carried
David F.	I'd like a motion for the approval of Warrant No. 20-7-1 General Fund Checking at People's Bank/
Janet O.	I'll make a motion to approve the warrant.
Ruth N.	I'll second it.
John M.	All in favor?
Several	Aye.
John M.	Opposed? So carried?
David F.	I'd like a motion for the approval of Warrant No. 20-7-2, the General Fund Money Market at BNB Bank.
Louise W.	I'll make a motion.
Janet O.	I'll second.
Marylin B.	Second.
John M.	Okay, all in favor?
Several	Aye
John M.	Opposed? So carried.
7.8.20 832	Motion carried
David F.	I'd like a motion for the approval of Warrant No. 20-7-3 General Fund Payroll at the BNB Bank.
Ruth N.	I'll move that we accept the Payroll Bank.
Louise W.	Second.
Ruth N.	BNB Bank

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John M.	All in favor?
Several	Aye
John M.	Opposed? So carried.
7.8.20 833	Motion carried
David F.	I'd like a motion for the approval of Warrant No. 20-7-4, Capital Project Fund Money Market at the BNB Bank.
Marylin B.	I'll make a motion for approval of Warrant 20-7-4, Capital Project Fund, Money Market, BNB.
Janet O.	I'll second.
John M.	All in favor?
Several	Aye.
John M.	Opposed? So carried.
7.8.20 834	Motion carried
David F.	I'd like a motion for the approval of the bank reconciliations for the month of June 2020.
Ruth N.	I move that we accept the bank reconciliations for the month of June.
Janet O. and Marylin B.	Second.
John M.	All in favor?
Several	Aye.
John M.	Opposed? So carried.
7.8.20 835	Motion carried
John M.	Correspondence. Kerrie?
Kerrie M.	I do not have any correspondence.
John M.	That was short and sweet. Director's Report.

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Kerrie M.	<p>All right, Director's Report. So for the month of June, we opened the book drops on June 8th, and all returned items are being quarantined before they get checked in and put on the shelves. We started Phase II, curbside pickup and computer appointments on June 15th. We found our busiest days to be Mondays, Wednesdays and Fridays. The entire staff has been working very hard to have a successful curbside pickup and computer services available, and from June 15th to June 30th, we had 220 curbside appointments and 75 computer appointments. The interlibrary loans began again on June 24, and we began Phase III this week, Browse and Borrow, and the library's hours of operation are Monday to Friday, 9-7, and Saturday 10am-3. Our first day of Browse and Borrow, we had 44 patrons come into the library, and I thought that was a very good number based on what I heard colleagues telling me for their first day of Browse and Borrow, and we continue to see an increase of people coming to the library, even using the computers outside. The word is getting out now that we're open and that we're offering services, and they're coming, so it's very good to see everybody back at the library.</p>
Louise W.	<p>Do we have a limit to the number that we can take in for the Browse? Are they counted?</p>
Kerrie M.	<p>Yes, we have a door counter, and we've never actually had to be concerned because we haven't had more than 10 or 12 people in at a time, but I have told staff to keep it at 15 and then we can gauge it from there. It's based on how many square feet the building is and we have 30,000 square feet, so we really do have a lot of wiggle room there, but we haven't really had huge crowds coming in all at once, it's throughout the day.</p>
Marylin B.	<p>And how long are they able to browse?</p>
Kerrie M.	<p>So it's for half an hour, and we find generally that people are in and out between 10 and 15 minutes, we have staff greet them and direct them to what they need, answer any questions they might have, help them look for their items, and then they go up to the Circulation Desk to check out.</p>
Janet O.	<p>So there's been no problem, I was browsing, people asked me if they could help me, I got a couple of magazines, a few books, you know, I was in and out in about 15 or 20 minutes as you said, so it worked flawlessly.</p>
Louise W.	<p>You haven't had any issues, and I'm wondering if this might happen later down the road, with the people that used to hang out at the library, having no place to go, just for the air conditioning, or, we haven't had any issues like that yet, have we?</p>
Kerrie M.	<p>No, not so far, no.</p>

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Louise W.	I just had people asking me questions about how we were gonna handle that.
Kerrie M.	So basically right now, it's the appointments, or if we have walkups we let them in, it's basically people are there to get what they need and leave, it's not a place to sit about leisurely right now, so that's what we tell anyone who comes up to the door, you know, you can come in and take out a few items, and then, you know, you'd have to exit the building. We did have someone today who wanted to look at the newspapers and he wanted to sit, so we said you want to grab a couple of newspapers and sit in the shade on one of the benches, and he said sure, and that's what he did. So we try to be very accommodating, you know.
Janet O.	Louise, there's no place to sit in the library.
Kerrie M.	Right.
Janet O.	All the chairs are gone, you know, it isn't...
Kerrie M.	Yes.
Louise W.	That makes a difference.
Janet O.	Yes.
Kerrie M.	Okay. We will continue to offer curbside pickup and computer services, as well as post digital content and hold our programs virtually. We share news via Constant Contact and Library Aware with our community continuously through Phase III. We used a temporary Google Voice telephone number during Phase II, and Jonathan Moran was able to resolve our telephone issues, and we began using the library's regular telephone number on Monday. Island Harvest was at RFL on June 29 providing a commodity supplemental food program to seniors who qualify. 115 boxes were given to those in need on that day. They will return to the library again on July 13th. Other upcoming events, the Friends will recognize a child who completed 1000 books before Kindergarten on July 14 at 3pm, and the Story Walk at the Sound Avenue Nature Preserve. The launch, the launch ceremony will be at 3pm on July 16th. Personnel, all staff were assigned to complete our PPE training on how to properly wear and remove their face masks and gloves. The new Chain of Command in the library became effective on July 1, and that is in your board packets. Part time Patron Services Clerk Jessica Farmer has resigned, and part-time Youth and Family Services Clerk Brendan Jones has resigned. I'm recommending Erin Lada and Bridget Laughlin as temporary part time Patron Services/Circ Clerks. We're still

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	waiting on an install date from McKenzie Doors, and our stanchions we ordered from Amazon are still, we're still waiting on delivery for that. And that is my report.
John M.	Thank you very much, Kerrie. Now, Committee Reports. Personnel, Ms. Wilkinson.
Louise W.	Okay, we have two resolutions to present, the first one being 20-296, the Approval to Hire Erin Lada as our temporary part-time clerk. Therefore be it resolved as follows, the Board of Trustees hereby approves the hire of Erin Lada as our temporary Part-time Circulation Clerk at the hourly rate of \$15.44, effective July 15, 2020, and authorize 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. Can I get a second?
David F.	I'll second that motion.
John M.	All in favor?
Several	Aye
John M.	Opposed? So carried.
7.8.20 836	Motion carried.
Louise W.	I'm doing this off my phone, so I've got a second one, it is Resolution 20-297, Approval to hire Bridget Loughlin as a temporary part-time clerk. Now therefore be it resolved as follows, the Board of Trustees hereby approves the hiring of Bridget Loughlin as the temporary part-time Circulation Clerk at the hourly rate of \$15.44, effective July 15, 2020, and authorize 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 public laws, rules and regulations. Can I get second?
David F.	I'll second it
John M.	All in favor?
Several	Aye.
John M.	Opposed? So carried.

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7.8.20 837	Motion carried.
Louise W.	And that's it for Personnel
John M.	Thank you, Louise. Thank you. Buildings and Grounds.
Ruth N.	Can I ask a question about the personnel? Kerrie, how did you manage to get people to come in to fill in the positions, the open positions? The part-time?
Kerrie M.	These are college students that were looking for work.
Ruth N.	So they applied?
Kerrie M.	And it's just for the summer, and that's what we need right now, you know, so it works out, it worked out well for us.
David F.	When does it terminate?
Kerrie M.	So we have it that they're on for the summer, so depending when they go back to college, different schools start at different times, but I assume it's sometime at the end of August.
Louise W.	Do you think there will be a change in the amount of staff that we may need, as we go through to end Phase 4, do you think there will be a drop in the number of people walking around and the people asking will be less or is less.
Kerrie M.	The people walking around in the library?
Louise W.	In the library, yes. So...
Kerrie M.	Phase 4, I think that we'll probably have more people in the library with Phase 4, but we want to continue the curbside appointments and so that's where we need staff members out there as well.
Louise W.	Okay. just curious as to how it's working out with you know, adaptability for staff too as well, those willing to do curbside.
Kerrie M.	So we have a large number of staff that are willing to do curbside from all departments. We rotate everybody out there, especially on a hot day, we don't want to keep anybody out there too long, they are under the event tent

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	but still. It's something that we have a rotational schedule, feeding from different departments if need be, to sit outside.
David F.	And the security is very good too, I've tested it several times and they've stopped me several times. They're very good, very conscientious.
Marylin B.	Yes they are.
Janet O.	They're friendly and nice too
Marylin B.	Mmhmm.
David F.	They're very pleasant, yes. And Marie's doing a very good job.
Kerrie M.	Yes.
David F.	I see her running around all the time.
Kerrie M.	Yes.
John M.	Okay. Are we done with Personnel? Buildings and Grounds.
Janet O.	Nothing to report.
John M.	Pardon?
Janet O.	I mean, Bylaws, but Susan's not here, right?
John M.	No she's not.
Louise W.	Wasn't there a meeting of Buildings and Grounds right after our last meeting?
Kerrie M.	No.
Marylin B.	They didn't have one.
Louise W.	No? About John's idea of building a building for the Friends.

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Marylin B.	That was an email, that was all email I believe, but I don't have that in front of me.
John M.	Well..
Louise W.	Is there any, there's no status on what's happening with a place that John suggested for the Friends?
John M.	Yes I'm going to do a talk on this because I spent a good part of the meeting down in Town Hall with Dawn Thomas, who is the Attorney for the Board of Appeals, and also is part of the Community Development Plan. I don't know if I can show you this, this is our property here, is that, can you see it? (Pointing to a map)
Several	Yes.
John M.	Okay, this piece had been transferred to a new owner who is planning, and this is all a Community Development area. Down here, they're planning a small park for people to walk around in the waterfront park, but the...
Marylin B.	You talking about the town square, John?
John M.	I'm sorry?
Marylin B.	You talking about the town, the Townscape on Main Street?
John M.	Yes, where the, right next to the library, the library and the parking lot across the way and the small buildings to the east of the parking lot. They are apparently contemplating taking those or buying them and increasing the community development area there. I spoke to Dawn about the thoughts we had, and we have to, she suggested that the building is really designed for storage for the books, she did not seem to think that there was any problem with a lack of a bathroom or water on the property because the nearness of the library has those facilities. We'd have to get a, we need a site, we need the building plans for the building, and I think Stephanie has those well on hand. Once the building plans are done, we need a survey of the property, which we have, to show where the building is gonna be. There may be some problems with the parking, but perhaps not, I don't know yet, and maybe Kerrie has a thought on that because you were involved with that before. She seemed to think that the Yellow Barn extension would not really be a problem. I told her we were gonna paint it yellow, and if they have those

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	<p>vertical boards, if they can't get vertical boards, we could put plywood up and put strips to make them look like vertical boards. So we can tie the appearance of the extension with the Yellow Barn pretty tightly. If I could read my writing, I'd be better off. We have to go before the Architectural Review Board, and that's one of the reasons that the, you know, have the interior as opposed to the exterior of the Yellow Barn as it's feasible. So painting it yellow and making it link up nicely. Dawn said that she did not think there'd be a problem with the application but we'd have to get all the paperwork together in order to do that. What's interesting is..</p>
Annette T.	<p>Can you hear my phone?</p>
John M.	<p>Sorry?</p>
Marilyn B.	<p>That's Annette coming on.</p>
John M.	<p>Okay. The clerk before.... (Broken Up)</p>
Ruth N.	<p>I don't hear you, I don't understand you, John.</p>
Kerrie M.	<p>I'm going to have to mute Annette, I think, it sounds like she's giving off too much background noise.</p>
Marilyn B.	<p>She's driving from Brooklyn.</p>
Kerrie M.	<p>Okay, all right, so try again now John.</p>
John M.	<p>Okay. I'll try it again.</p>
Ruth N.	<p>Better, thank you.</p>
David F.	<p>That's better.</p>
John M.	<p>He, he bought that building and is planning to put in a museum to house his collection, primarily, and open to the public, and with workshops for glass and other art stuff so that it fits in nicely with the library</p>
Louise W.	<p>And which building is this, John?</p>

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John M.	Sorry?
Louise W.	Which building is this that he bought?
John M.	The office building to the west, the private to the west.
Louise W.	The..
Kerrie M.	Is that the doctor's office?
Louise W.	The one we toured? Or?
John M.	The one at 400 West Main.
Louise W.	400 West Main is, that's Family Service League, the 4 cars?
John M.	Sorry?
Marylin B.	Is that big building in the back of the library?
Louise W.	Yes, it sits to the west.
John M.	Right
Marylin B.	Okay.
John M.	That, he's planning to develop that and they're trying to redevelop the entire area, clean it up, all that stuff. It comes at a good time for us to move forward. I told her that we want to get the Yellow Barn empty because it wasn't healthy for the Barn or anybody to have all those books in there, and that was not a problem, and she suggested we use it for offices or one of our, some other use for the Barn, but once it's empty at least we can look at it and work on it. In addition to this, she suggested it might be possible to have one or or more of the developers contribute or pay for the Yellow Barn renovations. That may be dream world, but at least it's a possibility coming down the pike. The building next door will also have a rooftop restaurant, and he was looking, apparently he needed more parking, and he was, Dawn was wondering if we would be willing to allow him nighttime parking or

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	<p>evening parking along the back of the Library to accommodate his needs. So we can see what, let's see what his needs are and what he's asking for. But that's a possibility, and he may be contributing to the Yellow Barn construction or reconstruction.</p>
Marylin B.	<p>But is that Weiner? Is that Weiner you're talking about?</p>
John M.	<p>I'm sorry?</p>
Marylin B.	<p>Is his last name Weiner?</p>
John M.	<p>I don't think so, I didn't get his last name, but that doesn't sound familiar. She'd mentioned it, of course it went in one ear and out the other but of course that's par for the course. I think we have to do at this juncture, Kerrie, to have Stephanie or somebody get the design for the prefab building, and as much as it would mirror the appearance of the Yellow Barn. You know, a yellow paint job would be 9/10ths of it, and you can, whatever exterior covering, I don't think it's a major problem, because it can be faked to look like the Yellow Barn. so what we'll need is the design exterior and interior that... Then we'll have to do a site plan or plot plan showing where the property is before we make the application and the, we need a title search, she said we need a title search, but I don't think you need a whole title search, I think all you have to have is search of who the owner is and other owners within 500 feet, if I remember the old rules that I operated under about 30, 40 years ago. So then we have to, you know, do that, but I think it's just the last owner search is sufficient, you don't have to do the whole title search. We have to do part of the plan, plot plan, the parking calculations and also the traffic flow. So I left it with her, you know, that we are gonna take up with the Board, et cetera, to discuss what their thoughts were on the matter, but it appears to me that this is a route forward that'll be beneficial to the Yellow Barn and the Library. I'm done.</p>
Marylin B.	<p>So we don't have the dimensions yet for the building, right? Right John? We don't have the dimensions?</p>
John M.	<p>Yes we do, I don't remember what they were, it's basically a 3-car garage. So, and we have, she measured, Stephanie measured the linear feet of books, there are 2800 linear feet of books. And.</p>
Kerrie M.	<p>That's.. That was including the stacks downstairs, she measured the overall linear feet of all their space.</p>

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John M.	Yes.
Kerrie M.	I believe that the Yellow Barn is 2300 linear feet.
John M.	Yes, we, she also added in the books in the library.
Kerrie M.	That's what I'm saying, I think that number included that. So I think just the Barn itself is 2300.
John M.	Right. So it comes to, if it's not sufficient, it's pretty damn close to sufficient. So that's the status of it. Now the next step, of course, is to get the design and see if we can make the application and buy the thing and put it up or whatever. But we have to go through that process.
Ruth N.	Are we committed to this?
John M.	No.
Ruth N.	Has there been any thought about somehow renovating the Library itself to provide space? I often wonder, you have that room in the Children's section, which is the one that's matted. That is an area. I have some problems with that area because it's blocked off, the door. And from my background teaching in the college, even when we had our own private offices, we did not want to have areas blocked off. Primarily because of the fact that you have students who can claim that all kinds of things are going on behind closed doors. I mean, this maybe has not have been a problem at the Library as of yet, but we did have problems with this in the college when I was teaching, and I know a friend of mine who is also working for the Boy's Club had a problem, she had a kid she was trying to teach how to play harmonica because she was a music teacher, and she, you know, closed the door to her room, and she was fired from her position because she closed the door. So I'm just wondering, if that room which is so locked off, could be opened up, and the Children's Section could be moved in there, and one corner of that back room by that back door could not be converted into a Senior Yellow Barn area, because they have the door there. I just wonder if you could reconfigure that whole back area in the Children's section.
Janet O.	That has already been dedicated to the children, I think there was that couple that actually gave some money to help refurbish that room.
Kerrie M.	That... that..

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Janet O.	Right Kerrie?
Kerrie M.	Children's Program Room.
Ruth N.	Hmm?
Kerrie M.	The room you're referring to is our Programming Room, that's the only room that we have to run Children's Programming, and when, pre-COVID, that room was bouncing, we had kids in there all the time, all hours of the day, with programming, that room's necessary.
Ruth N.	Okay, see, I'm not aware of that, but I just still have some objections to the fact that that's a sealed off room, I mean..
Kerrie M.	It's, we have a door to it because sometimes a program gets loud, we have musical programs, we have all types of programs, but there's always adults and children in that room. I mean, we run so many different programs out of there, we have our parent/child workshop in there, we have, you know, Story Hour is run in that room, so... that's a necessity.
Marylin B.	There's Mommy and Me..
Janet O.	Yes.. That's a necessary room.
Marylin B.	Yes
Ruth N.	I'm not familiar with the Children's programs, to be honest.
Marylin B.	My son, I took my son there on numerous occasions, and that little area is necessary. As Kerrie said, it's needed for a teaching area, and the parents stay in there with the children.
Ruth N.	And always parents are in there with the children, and when it's not in use it's locked off?
Kerrie M.	Yes, just to prevent kids from going in there. You know, wandering in, we keep the door closed, sure.
Ruth N.	Well I mean, should be sealed, closed, locked?
Kerrie M.	Yes.

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Ruth N.	I just had some questions, I'm new to this area and I'm just throwing questions.
Kerrie M.	Sure. Sure.
John M.	Anything else? Anything else with Buildings and Grounds? All right. Policies and Bylaws.
Janet O.	Nothing.
John M.	Nothing?
Janet O.	Nope.
John M.	Finances. Mr. Friedrich, I hope you don't say nothing, that will scare me.
David F.	Oh, I'll never say nothing. All right, we've got two resignations, and a termination, so there were three employees during the month of June, but they get paid until they get paid in early July, so they're not counted on the bottom as a change. Now we had, in staff development, 30 employees going over 79 programs, meetings, in-house services, functions, inventory calculations, the library was buzzing every time I went there. So we have 30 employees in 79 programs and meetings and in-house services, and functions as I've indicated to you. The number of employees at the beginning of June was 25 full-time. At the end of June was 25 full-time. That didn't change even though they went through resignations because of the time when they get paid. The part-time didn't change either, we had 39 part-time, and we continued as of June 19 to have 39 part-time, and that's the end of my report.
John M.	Anything else?
David F.	No.
John M.	All right. Plan of Services. My fellow Trustees, anybody have anything they want to say about that?
Marilyn B.	Ahh, plan of services. I would just like to see more, Kerrie, of the Constant Contact. That's fabulous and I'm glad to receive that in my email. But when I go online, I don't see the same notices. Not all of them. So, what I see on Constant Contact versus what I see on Facebook or something like that, I

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	would like to be able to share those with all of my, you know, on my social media pages. So whatever goes on Constant Contact, is it possible to put it on the website or the, on Facebook?
Kerrie M.	So the website, it's difficult because we're working with a limited platform and that is something that I definitely want to be able to improve when we are able to, because I know that's going to be a little on the expensive side, so because we're so limited on our website to post a lot of things, that's why we take advantage of social media and Constant Contact and Library Aware. I'm sure that we could get a lot of this stuff on Facebook and Instagram, and I will speak to my department heads about that.
Marylin B.	Thank you.
John M.	Anything else? Liaison Reports. Friends? Ms. Wilkinson?
Louise W.	Nothing to report. There's been no meetings, or no.
John M.	Library system? I don't see Susan around so I guess nothing there.
Kerrie M.	Susan sent me an email that she wasn't feeling well, and that their meeting isn't until next week, and that she would send me an email if there were any updates that she needed to share with us.
John M.	All right. Thank you. Unfinished business. Any unfinished business? Okay, any new business?
Janet O.	I just have a request, maybe Stephanie could come to the next meeting, Kerrie, and kind of update us on what she's doing as far as this whole building situation, I've been very impressed with, you know, her legwork in helping you, you know, get this thing underway, so maybe she could come and give a little report for us or something? If possible?
Marylin B.	That would be a great idea because then I get a chance to actually meet her.
Kerrie M.	Yes, so I, you know, what I had sent out was the most current information that she had given me, we haven't had any changes in the information that I shared with you.
Janet O.	Well hopefully between now and maybe the next meeting there might be some. I'd like to meet her too.

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Kerrie M.	Okay.
John M.	New business?
Annette T.	Do we have..
John M.	When are we having our election?
Kerrie M.	So we swear in the new Trustees and then the election is after that.
John M.	Okay, Jeff and Amy?
Kerrie M.	And Ruth as well.
John M.	Are you ready?
Kerrie M.	We need Jeff, Amy and Ruth.
Amy W.	Yes.
Marylin B.	You have to unmute yourself.
John M.	All right. Raise your right hand, Please. Now repeat after me. I do solemnly affirm I will support the Constitution.
Amy W., Jeff Z. , Ruth N.	I do solemnly affirm I will support the Constitution.
John M.	Of the United States and the State of New York.
Amy W., Jeff Z. , Ruth N.	Of the United States and the State of New York.
John M.	And I will faithfully discharge the duties of an officer of the office of Trustee of the Riverhead Free Library.
Amy W., Jeff Z. , Ruth N.	And I will faithfully discharge the duties of an officer of the office of Trustee of the Riverhead Free Library.

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John M.	According to the best of my ability.
Amy W., Jeff Z. , Ruth N.	According to the best of my ability.
John M.	Welcome aboard.
Jeff W.	Thank you.
Annette T.	Welcome.
Janet O.	Welcome.
David F.	Welcome aboard!
Annette T.	Welcome aboard!
Kerrie M.	David?
David F.	Yes.
Kerrie M.	I don't think that we got approval for your Personnel Report.
Louise W.	No, I don't think so either.
Kerrie M.	I don't think we had a motion to approve it.
David F.	Okay, I'd like a motion to approve the Personnel Report I just gave.
Louise W.	I make a motion to approve the Personnel and Payroll Report
Marylin B.	I'll second.
John M.	All in favor?
Several	Aye.

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John M.	Opposed? So carried.
7.8.20 838	Motion carried
Janet O.	John? John?
Marilyn B.	Period of Board Expression
Kerrie M.	No. We're at the appointment of the Board of Trustees officers.
John M.	Okay. Do we have any nominations for any of the positions?
David F.	I'd like to nominate John Munzel, our sitting president, as President for the coming year.
Louise W.	I'll second that.
John M.	Any other nominations? All in favor?
Several	Aye
John M.	Opposed? So carried. Thank you everybody.
7.8.20 839	Motion carried
David F.	Congratulations John
Annette T.	Yes
John M.	And.. any other officer we need?
David F.	You need your Vice-President.
John M.	Vice-President? Do we have a motion for a Vice President?
Janet O.	I'll make a motion to continue Louise as our Vice-President

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Louise W.	Louise is going to bow out.
Janet O.	Oh really?
Louise W.	Really.
Janet O.	One more year? You can't do it?
Louise W.	I'd really like to see someone step up. Janet?
Marylin B.	I'd like to make a motion that Janet becomes the Vice-President.
David F.	I'll second that motion.
John M.	Any other nominations for Vice-President? Sorry Janet.
Louise W.	There you go. It's an easy job, except when he goes away.
John M.	All in favor?
Several	Aye.
John M.	Opposed?
7.8.20 840	Motion carried
Marylin B.	Congratulations Janet.
Janet O.	Thank you Marylin.
John M.	The next one is Treasurer, I guess. Do we have any nominations for Treasurer?
Ruth N.	Is that David?
Janet O.	I'll nominate David for Treasurer again.

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Louise W.	I'll second that.
John M.	Any other nominations for Treasurer? All right. All in favor?
Several	Aye.
John M.	Opposed? So carried.
7.8.20 841	Motion carried
John M.	And the secretary. Who's... Who do we have in nomination for secretary?
Janet O.	Ruth, would you be...?
Ruth N.	I don't... I'm really not... I don't type, I'm not really good with taking dictation.
Louise W.	You don't really have to do anything.
Kerrie M.	It's not a recording secretary.
Janet O.	They do it all.
Kerrie M.	It's not recording, it's..
Ruth N.	What does the secretary have to do? What do you do, Janet? You were the past secretary
Janet O.	Basically, Kerrie sends me the minutes that are all typed up, I read them over, I say they're okay, if I could remember all that stuff..
Ruth N.	I do that anyway.
Janet O.	Right. So then, she just, you know, distributes them after that. That's about it.
Kerrie M.	And then you're the Chair of the Policy and Bylaws Committee.
Janet O.	Yes. Which is..

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David F.	You would be good.
Marylin B.	You would like that, Ruth.
David F.	You'd be good at that, Ruth.
Janet O.	Yes.
Ruth N.	I read the minutes anyway, so I could do that.
Louse W.	Here we go.
Ruth N.	I don't know what...
David F.	I make a motion that Ruth be the new secretary.
Louise W.	Second it
John M.	Any other nominations? Ruth, you got it.
Ruth N.	I'm it.
David F.	All in favor, aye.
Several	Aye.
John M.	Opposed? Nobody.
7.8.20 842	Motion carried.
Marylin B.	My plate is full everyone, I'm sorry, my plate is full.
Janet O.	You have to stay on Buildings and Grounds, Marylin, we need you there.
Marylin B.	Yes, I'll be there to help.

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John M.	I think I'm.. am I supposed to make the appointments now for the...
Janet O.	Committees?
Ruth N.	Oh. It's not on the..
David F.	All right.
Janet O.	Is that right, Louise?
Louise W.	I don't know. In the past we've kind of waited because what I did was I asked everyone what they wanted to do, and I think John's doing the same thing.
John M.	I did that already.
Janet O.	You already did that.
Louise W.	Yes, so if you know, why don't you just do it?
John M.	Okay.
Louise W.	We'll have the committees.
John M.	On Personnel, don't hate me if I did this wrong, Janet and Amy Wood, and Ms. Wilkinson, Louise. Buildings and Grounds, Marylin, Ruth and Jeff. Policy and Bylaws
Louise W.	Too fast.
Marylin B.	Yeah that was fast
Louise W.	That was fast.
John M.	*indistinct* and Amy
Ruth N.	Who and Amy?

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Janet O.	Repeat, please.
John M.	Policy and Bylaws, Ruth..
Marylin B.	Annette.
Ruth N.	Now who's on the committee, Policy and Bylaws? I don't hear.
John M.	Pardon?
Ruth N.	Who's on the committee?
Janet O.	I'm on the committee now
John M.	Policy and Bylaws, Ruth, Ms. Totten and Amy Wood. Finance, Friedrich, Zeiger, and Annette. Friends Liaison, Wilkinson. *indistinct* all Trustees are on the plan of service.
Lousie W.	I missed..
Janet O.	I missed that John.
Kerrie M.	John can you repeat that?
John M.	Which one?
David F.	Finance again, please?
John M.	Which one?
David F.	Finance
John M.	Friedrich, Zeiger and Annette. Jeff, am I pronouncing your name right? I did, okay, thank you.
John M.	Now we have, we're done with that, then we have a Period of Board Expression?

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Ruth N.	I have a question. I have this Chain of Command in here, but you know, I don't know how to contact any of you other than through the responses on the Internet. Should we have a phone number, a home phone number, so we can contact other people in case? I mean, if I'm gonna be working with Amy and, I mean..
Louise W.	I think they'll come out with a Board List, we've always come out with a Board list and a Committee list, and that all has the phone numbers.
Ruth N.	Oh, okay, fine.
Louise W.	As far as our contacts, it's only with Kerrie, so...
Amy W.	Okay.
Louise W.	The only number on the Chain of Command would just be Kerrie.
Ruth M.	Right, but I mean if you need to reach somebody else, but there will be a list, okay, fine. That's it.
Louise W.	There'll be a list. There will be a list of the committees, as well as the new officers, as well as everybody who's on the board. Home addresses and phone numbers.
Ruth N.	Fine, fine, because I never received that, so you know, I didn't know that was done. Thank you.
John M.	Anything else from the Board? Period of Public Expression. Anybody in the public want to be heard?
Louise W.	Anybody out there?
Janet O.	Rosalie?
Rosalie D.	I'm out there, I just want to say, you know, I'm going to report this to my Executive Board, seems things are moving forward with trying to get us that building.
John M.	Yes
Rosalie D.	And I've met with Kerrie a few times about small things and she, we've been very happy. Everybody on board is very happy with the Friends because

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	Kerrie's been very gracious, giving us what we ask for and vice versa, so I think it's gonna be a beautiful year.
Janet O.	Very good.
Louise W.	I did see the piece in the newsletter that we'll be accepting the books after July 15,
Rosalie D.	July 15, we're doing Fair Weather Wednesdays outside in the parking lot, so we could start selling our books and receiving books.
Janet O.	Nice
Rosalie D.	And we're also planning other fundraisers, which we're just starting to talk about and get suggestions from people.
David F.	Rosalie, Rosalie, can I ask you a question?
Rosalie D.	Sure can
David F.	One of my neighbors is going to raid our community library, and they want to bring a ton of books over to the Yellow Barn, is that still acceptable? Can she do that?
Rosalie D.	They are going to accept books on the Fair Weather Wednesdays, but the quantity I don't know because we have to empty out the Barn, we have someplace, we have to put them somewhere.
David F.	It was only on Wednesday that she could bring you the books.
Rosalie D.	Yes
Ruth N.	What are the, excuse me, what are the hours on the Fair Weather Wednesdays?
Rosalie D.	9:30 to 2
David F.	Okay
Rosalie D.	They'll be in the parking lot

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Janet O.	David, she should space that out, not...
Rosalie D.	Yes, because they won't take them all.
Janet O.	Yes.
David F.	Okay.
John M.	Anyone else from the public wish to be heard? I.. since you're the only public I see, I guess not. Do I have a motion to adjourn?
Janet O.	I'll make a motion to adjourn.
John M.	I was wondering if somebody would do it.
Marylin B.	Second, I'll second.
John M.	All in favor?
Several	Aye
John M.	Opposed, nobody? Have a good night everybody, thank you.
7.8.20 843	Motion carried
	Meeting adjourned at 7:25 PM