

APPROVED

**Minutes
Regular Meeting of the Board of Trustees
Riverhead Free Library
July 13, 2022**

Present: Janet O'Hare, President; Jeff Zeiger, Vice-President; David Friedrich, Treasurer; Ruth Nelson, Secretary, Susan Berdinka, Trustee; Gina Chinese, Trustee; Monique Genchi, Trustee; William Sandback, Trustee; Carlos Alvarez, Trustee

Director: Kerrie McMullen-Smith

Assistant Director: Catherine Montazem

Staff: Keri Grace Najdzion, Alexandria Giresi, Kelsey Holts, Lilian Perez

The regular meeting of the Board of Trustees was called to order on July 13, 2022 at 6:34 pm. The Board was provided with an agenda, board packet and previous minutes.

David Friedrich led those present in the Pledge of Allegiance.

7.13.22 President O'Hare entertained a motion to approve the amended agenda. Motion
1210 was moved by David Friedrich and seconded by Ruth Nelson.
Motion Carried.

7.13.22 President O'Hare entertained a motion to approve the minutes from the regular
1211 board meeting of June 8, 2022. The motion was moved by David Friedrich and
seconded by Ruth Nelson.
Motion Carried.

PERIOD OF PUBLIC EXPRESSION: None at this time.

Swearing in of new Trustees: New trustees received a Trustee Book, a set of Bylaws and packets with Oath of Office. Current trustees received packets with updated information. Carlos Alvarez, William Sandback, Gina Chinese and David Friedrich (for his second term) were sworn in.

7.13.22 David Friedrich entertained a motion to approve the bills for the month of June
1212 2022. Motion was moved by Ruth Nelson and seconded by Susan Berdinka.
Motion Carried.

7.13.22 David Friedrich entertained a motion to approve the receipts and disbursements
1213 for the month of June 2022. Motion was moved by Ruth Nelson and seconded by
Susan Berdinka.
Motion Carried.

7.13.22 David Friedrich entertained a motion to approve warrant 22-7-1 general fund

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1214 checking. The motion was moved by Ruth Nelson and seconded by Susan Berdinka.

Motion Carried.

7.13.22 David Friedrich entertained a motion to approve warrant 22-7-2 general fund
1215 credit card processing account. The motion was moved by Ruth Nelson and seconded by Susan Berdinka.

Motion Carried.

7.13.22 David Friedrich entertained a motion to approve warrant 22-7-3 general fund
1216 money market. The motion was moved by Ruth Nelson and seconded by Susan Berdinka.

Motion Carried.

7.13.22 David Friedrich entertained a motion to approve warrant 22-7-4 general fund
1217 payroll. The motion was moved by Ruth Nelson and seconded by Susan Berdinka.

Motion Carried.

7.13.22 David Friedrich entertained a motion to approve warrant 22-7-5 capital project
1218 fund. The motion was moved by Ruth Nelson and seconded by Susan Berdinka.

Motion Carried.

CORRESPONDENCE:

Kerrie McMullen-Smith read a thank you note from the family of Rosanne Bonanno (Keri Grace's mother) for the gift basket and compassion shown during their time of loss.

DIRECTOR'S REPORT:

Riverhead Free Library
June 2022

7/13/22

Day to day operations

Statistics, Services & Community

- We had just over 10,000 patrons visit the library in the month of June.
- Island Harvest was at the library on June 6, serving 112 people.
- Long Island Cares mobile food pantry was in our parking lot serving 13 families on June 2, and 38 families on July 7.

Finance

- As of July 8, 2022, RFL has received \$149,776.83 in donations for our Yellow Barn restoration and maintenance project.
- During the month of June, we transferred funds from our general fund certificate of

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deposits at People's United Bank into three certificates of deposits at Dime Bank. We also transferred funds from our capital fund certificate of deposit at People's to our capital fund money market account at Dime.

Personnel

- I recommend the following:
 1. Pam Cook become out Program Coordinator
 2. Promote Lisa Mayer to full-time A&I Services Librarian.
 3. Hire Ketsia Sylvert as a part-time clerk for Patron Services.
 4. Hire Ashley Thomas as a full-time YFS librarian.
 5. Promote Alison Coffey to full-time Processing & Receiving senior clerk.
 6. Increase Susan Culver's annual salary.
 7. Increase David Troyan's annual salary.
 8. Increase Keri Grace Najdzion's annual salary.
 9. Increase Lauren Strong's annual salary.
 10. Increase Marie LaDonne's hourly rate.
 11. Increase John O'Sullivan's and Steve Taddeo's hours from 20 to 22 per pay period.

Buildings & Grounds & Technology

- We installed our new self-checkout station on June 21 and in the first week had 71 patrons use it. We are able to digitally advertise what is happening at the library on this machine and have received positive feedback from our patrons.
- TCG has installed our fiber line and we are waiting on a date from Crown Castle to complete the external work on the pole. This can only be done after 8 pm because of loss of service to customers in the area.
- Cory met with CCI on 7/8 to discuss the configuration of our new phone system. All the wiring has been installed and they are currently working on termination at end users.
- I recommend we purchase 20 Solve task chairs from WB Mason for our staff service desks.
- I recommend we hire AR Kropp Co. & Sons to build and install cabinetry in our Perkins Local History Room.

Assistant Director: Catherine Montazem

Commencement of our mobile Wi-Fi hotspots lending program to RFL patrons has officially launched and the response has been both swift and extremely positive. The lending period is slated for three weeks, and all of the hotspots are currently out on loan.

Through a new partnership with the American Heart Association and Stony Brook Healthy Libraries Program, self-monitoring blood pressure kits are now available for check out at no cost to RFL cardholders for a period of 28 days. We have received an allocation of 13 BP kits of which 10 are regular Adult size, 1 small cuff, 1 large cuff and 1 talking monitor. Along with the monitor, the kits contain an informational packet demonstrating how to achieve a healthy blood pressure level, how to locate heart healthy recipes and also how to find follow up information and resources on blood pressure self-monitoring. Patron feedback is favorable and the kits were all checked out as soon as our marketing campaign moved forward.

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The Suffolk County Department of Labor created a Pilot Partnership with Suffolk County Libraries and we are now one of the three libraries selected to participate in the initiative. Twice a month, our patrons will be able to schedule an appointment to meet with a representative from the Department of Labor in the RFL career center where they will be able to register with the DOL and obtain substantial assistance with a job search, resume review, readiness programs, and more. Given the limited number of selected libraries which have access to the pilot program this partnership is an extremely valuable resource for our patrons and the community at large.

We have updated our Disaster Response Plan and will review it with our department heads so that everyone knows what their responsibilities are and how to implement the plan appropriately should a disaster strike.

RFL will strategically enhance its partnership with the Andrew Heiskell Braille and Talking Book Library that serves people with sight disabilities. We will have two new models of talking book players on site to allow staff to demonstrate available services to patrons. We will also have a braille book for adults and a twin view braille and print children's book to promote this service at outreach events. Finally, we will house a deposit collection of 30-50 books that will be rotated quarterly, so that patrons who use this service will always have new books to choose from, thus allowing for greater variety and content.

Adult & Information Services: James Provencher

June welcomed our Summer Reading Challenge with 82 registrants. We saw a slight increase in seed packet distribution this month. With the resignation of Jenny Bloom, Pam Cook stepped in and began the final edits of the July/August newsletter and sent it off to the printer. Pam has also been organizing records and devising a system of program record management that will streamline the preparation for program registration. The Newsletter looks great.

Outreach Programs: Island Harvest served 112 people this month. Project Hope Wellness Workshop: Coping through the Arts had all attendees expressed interest in continuation of this course. The American Senior Benefits program had a great turn out in June and will be returning for sessions in September and October.

Our Pride social media posts got a lot of positive feedback. One of our posts about the new LGBTQIA+ book option on NextReads was the top tweet on Twitter. Our most engaged-with Twitter mention, which we retweeted, was Susan Berdinka's post about butterfly weed she grew with seeds from our Seed Library. Instagram had an increase in followers with a total of 1,238. In addition, there has been a total of 793 impressions this month, with the top posts being part of our Staff Picks collection and posts for our Summer Reading Challenge.

RFL is a Foundation/Candid Center library and Cher has just finished the Candid basics training course, so she will be able to assist our patrons who are seeking grants.

Electronic Resources Stats

	April 2022	May 2022	June 2022
WAM Database usage	3124	1265	1567

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ebook downloads	3816	3981	3925
Audiobook downloads	1883	2073	2106
Video downloads	7	0	1
New Overdrive Users	34	27	24
Universal Class			
New registrants	54	63	22
New Courses	187	247	122
Videos Watched	4791	5007	3309
Login Sessions	1231	1477	887
Lessons Viewed	7535	8459	4868
Student submissions	2920	3379	2583
Kanopy			
Visits	920	849	629
Page views	1255	1043	765
Plays	208	150	163
Minutes	7453	5240	549
Flipster emagazines	215	291	247
Seed Library	Seed packets DistributedL 538	Seed packets Distributed: 298	Seed Packets Distributed: 327
One-on-One Tech Time	16	10	12
Museum Passes	13	16	16
ENL Attendance	75	94	61
Literacy Suffolk Students Served	21	21	13
Notary Stamps	162	112	101
Reference Questions	1635	1426	1826

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Constant Contact for the month of June

Date Sent	Campaign Name	Sends	Opens	Open Rate
5/27/22	Programs 5/30 - 6/4	6804	2204	33%
6/3/22	Programs 6/6 - 6/11	6799	2221	32%
6/10/22	Programs 6/13 - 6/18	6766	2116	31%
6/17/22	Programs 6/20 - 6/25	6758	2203	32%
6/24/22	Programs 6/27 - 7/2	6746	2119	31%

Adult Programming Report:

Total Adult & Senior Programs	June 2022
In Person	86
Virtual	23
Total Adult Programs	109
Total Attendees	1279*
Summer Reading Challenge	82

June's most popular programs:

Throughout the month of June, virtual exercise and relaxation programs such as Chair Yoga, Zumba and Breathe Together remained popular and were well attended. The Peconic Bay Medical Center program, Knee and Hip Pain Solutions with Dr. Sultan was one of our more popular programs with over 30 patrons in attendance. Since June 15, Pam has taken on the additional role of Wednesday Walking Club facilitator. She said "It has been and will continue to be a pleasure to gather together with a group of 15-25 patrons to walk and enjoy the best of Long Island's natural beauty".

Patron Services: Benjamin Granger

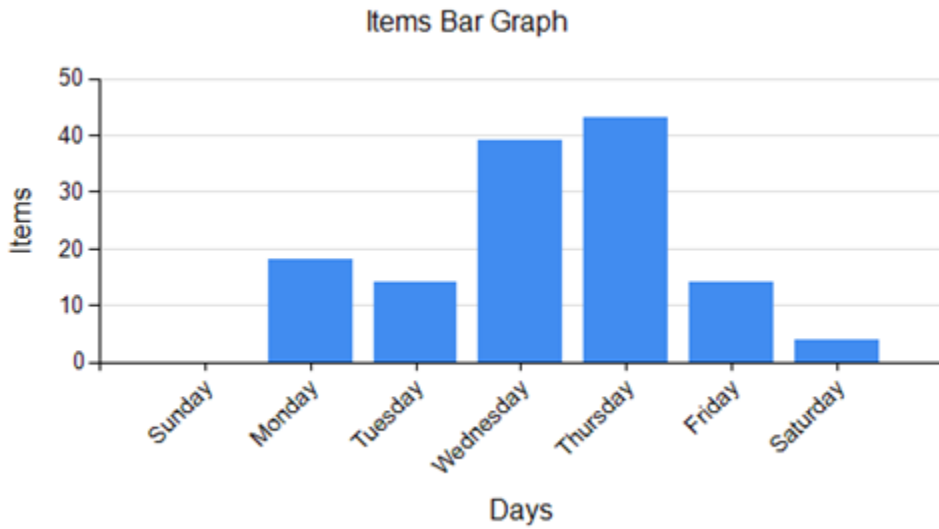
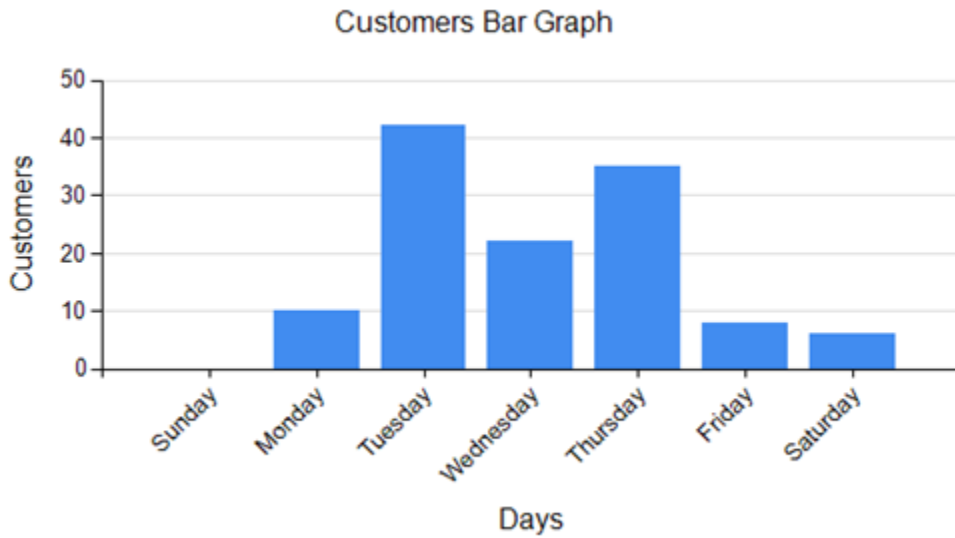
June 2022 Circulation Report

Total Checkouts	6,417
New Patrons (Based on Library Card Applications)	115
Curbside Items	13
Curbside Appointments	13
Door Count	10,946

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Internal Use	103
Self-Checkout	71

Self-Check Out:



Achievements:

- Started lending hotspots to patrons.
- Started lending blood pressure kits.
- Self-checkout is set up and operational.

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Computer Information Services: Cory Burns

- Received and set up new monitors.
- Setup additional computers in learning lab
- Replaced Staff break room computer - to only allow use of ADP timeclock.
- Met with Crown Castle to survey the library
- Restored Phone Server – Will be replaced soon.
- Reconfigured children’s room public switch.
- Installed & configured new Self-Checkout
- Completed Computer Inventory list
- Crown Castle Fiber line installed.

NOTES: children’s & adult public computers should be replaced.

Adult Computer Lab Stats

Total Stations	Total Sessions	Total Session Length (min)	Average Session Length (min)
46	817	28845	35.31

Processing & Receiving: David Troyan

The library added 814 items while deleting 449 items.

We completed the cataloging of the Hotspots. They are now part of our circulating collection. Brittany also cataloged the Blood Pressure Monitors. These are now available for circulation to our patrons. While not a formal Library of Things, we are gathering a nice collection of unorthodox items for circulation. In addition to the Hotspots and the Blood Pressure Kits, we also barcoded music stands for a patron’s use. It is nice to be able to serve our patrons in different and unique ways.

With the end of the Fiscal Year, there was an uptick in the book and media orders to draw down the balances. The new budget will be welcome for the new summer reading books and gearing up for the fall new books. Video releases have increased over recent years and accordingly our purchasing of video has also increased. Our recent purchasing has become closer to pre-pandemic levels

One of our clerks, Aleena Butt, resigned her position. Her last day of work was July 1. It was a pleasure having Aleena be part of Technical Services and of the larger library community. She proved to be a quick learner who was attentive to any task assigned to her. She received compliments on the care that she took to make all processing uniform, accurate, and neat. A kind and accommodating personality, Aleena fit nicely into Technical Services. She will be missed.

David spent time cleaning up our patron database. The impetus for doing this is to provide a baseline for future comparison and a GIS study. Ensuring consistency of the patron codes for residents and contract patrons is something that needs to be done regularly. This process is ongoing and will make the database stronger and more accurate. David also worked on the website, the POS Square at Circulation Desk, and KnowBe4 training. He visited Southold Free Library on an off day.

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Website statistics for June:

- Unique Visitors: 4,745
- Number of Visits: 9,223
- Pages: 64,860
- Hits: 506,882

Building, Grounds & Maintenance: Marie LaDonne

- set up rooms for programs
- wash down tables
- pick up the grounds and outside garbage
- water plants inside and outside
- clean drains on the roof
- did caulking outside the children's room
- set up for primary voting
- clean the bathrooms twice a day

Youth & Family Services: Lauren Strong

Program Statistics

- **Total Youth and Family Services Program Sessions:** 30 Held/ 4 Canceled
- **Total Infant Program Sessions:** 0 class/ 0 attendance
- **Total Toddler Program Sessions:** 1 classes/ 19 attendance
- **Total Preschool Program Sessions:** 3 classes/ 41 attendance
- **Total Family Program Sessions:** 12 classes/ 48 attendance
- **Total School Age Program Sessions:** 8 classes/ attendance
- **Total Teen Program Sessions:** 7 classes/ 10 attendance
- **Passive Programming Activities:** 2 activities/ 60 attendance
- **Teen Volunteers:** 2
- **Community Service Hours Earned:** 2
- **Number of Teens in Loft throughout the Month:** 104
- **Video Game Usage:** 11

YFS Reference Questions

Total Children's Reference Questions: 600

Total Teen Reference Questions: 110

Monthly Focus:

- June was busy with school visits to promote Summer Reading.
- We had our Summer Reading Kickoff on Saturday, June 11 which was a big success. Families came and participated in a Sing-a-long with Ariel and also were able to see farm animals from Cornell Cooperative.
- Alex and Gabby went to Riley's Spring Fling on June 3 and were able to do crafts with children and promote library events

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- Lauren and Nicole attended the CAP March and marched with two different classes from Pulaski Street School. It was a wonderful experience as always.
- Lauren and Nicole attended Family Fun Night at Aquebogue. We were able to interact with the Aquebogue community and create face masks with the children.
- Nicole and Vivien represented RFL at Alive on 25 July 1. They had over 100 people visit our booth and fun was had by all. We will have a booth at this event every other Friday this summer.
- We were able to weed YA Non-Fiction and are working on ordering books to replace outdated editions.

Respectfully submitted,

Kerrie McMullen-Smith

Library Director

COMMITTEE REPORTS:

PERSONNEL: (Zeiger)

**7.13.22
1219**

**RESOLUTION #22-399
APPROVAL TO PROMOTE PAM COOK TO PROGRAM COORDINATOR**

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves the promotion of Pam Cook to Program Coordinator at a bi-weekly salary of \$2,297.86, effective July 18, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

**7.13.22
1220**

**RESOLUTION #22-400
APPROVAL TO PROMOTE LISA MAYER TO FULL TIME ADULT AND
INFORMATION LIBRARIAN**

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

APPROVED

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves the promotion of Lisa Mayer to Full Time Librarian at a bi-weekly salary of \$1,997.11, effective July 18, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-401

1221 APPROVAL TO HIRE ASHLEY S. THOMAS AS A YFS FULL TIME LIBRARIAN

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to hire Ashley S. Thomas as a YFS Full Time Librarian at a bi-weekly salary of \$1,997.11, effective August 1, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-402

1222 APPROVAL TO HIRE KETSIA SYLVERT AS A PART TIME PATRON SERVICES CLERK

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IS RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to hire Ketsia Sylvert as a Part Time Patron Services Clerk at an hourly rate of \$16.30, effective July 15, 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.

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THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-403

1223 APPROVAL TO PROMOTE ALLISON COFFEY TO FULL TIME SENIOR CLERK IN PROCESSING AND RECEIVING

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to promote Allison Coffey to Full Time Senior Clerk in Processing and Receiving at an hourly rate of \$17.77, effective July 18, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-405

1224 APPROVAL TO INCREASE THE ANNUAL SALARY OF DAVID TROYAN

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to increase the salary of the Processing & Receiving Coordinator & Website Administrator, David Troyan to the bi-weekly amount of \$2,884.62, effective July 1, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

APPROVED

Resolved, that a copy of this resolution be made available in accordance with applicable laws, rules and regulations.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-409

1228 APPROVAL TO INCREASE THE ANNUAL SALARY OF KERI GRACE NAJDZION

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to increase the salary of Administrative Assistant, Keri Grace Najdzion to the bi-weekly amount of \$1,807.69, effective July 1, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-410

1229 APPROVAL TO INCREASE THE BI-WEEKLY PAY PERIOD HOURS FOR JOHN O'SULLIVAN FROM 20 22

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to increase the bi-weekly pay period hours for Head of Security, John O'Sullivan from 20 to 22, effective July 1, 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.

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THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-411

1230 APPROVAL TO INCREASE THE BI-WEEKLY PAY PERIOD HOURS FOR STEVE TADDEO FROM 20 TO 22

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to increase the bi-weekly pay period hours for Head of Security, Steve Taddeo from 20 to 22, effective July 1, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

7.13.22

RESOLUTION #22-412

1231 APPROVAL TO HIRE SAMANTHA DAVIS AS A YFS PART TIME PAGE

Jeff Zeiger offered the following resolution, which was seconded by David Friedrich

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Board of Trustees hereby approves to hire Samantha Davis, as a Youth & Family Services Part Time Page at the hourly rate of \$15, effective July 25, 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.

THE VOTE

O'Hare Yes Zeiger Yes Friedrich Yes

Nelson Yes Alvarez Yes Berdinka Yes

Chinese Yes Genchi Yes Sandback Yes

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FINANCE: (Friedrich)

7.13.22 David Friedrich moved to approve the personnel and payroll report for the month
1234 of June 2022. Motion was moved by Susan Berdinka and seconded by Ruth Nelson.
Motion Carried.

FUNDRAISING: (Friedrich)

David reported as of July 13, 2022, the yellow barn's total donations are \$149,776.83. Remaining balance for maintenance and repair is \$77,769.64.

PLAN OF SERVICE: None

LIAISON REPORTS:

FRIENDS: (Berdinka)

Susan reported that there was no meeting as both the June and July meetings were canceled.

SCLS: (Bergman)

Nothing to report

UNFINISHED BUSINESS:

President O'Hare advised the new board members about the grant Kerrie applied for regarding the DRI project. She asked Kerrie what the status was on the grant. Kerrie outlined the project and advised our application is still on the table. The process can be followed at www.riverheaddri.com.

NEW BUSINESS:

7.13.22 President O'Hare entertained a motion to approve the Future Meeting Dates. The
1235 motion was moved by Susan Berdinka and seconded by David Friedrich.

President O'Hare opened the nominations for the 2022 - 2023 Trustee Board of Officers.

7.13.22 David Friedrich nominated Janet O'Hare as President, motion was seconded by
1236 Susan Berdinka.
Motion Carried.

7.13.22 Janet O'Hare nominated David Friedrich as Vice-President, motion was
1237 seconded by Susan Berdinka.
Motion Carried.

7.13.22 David Friedrich nominated Ruth Nelson as Secretary, motion was seconded by
1238 Susan Berdinka.
Motion Carried.

7.13.22 Janet O'Hare nominated Gina Chinese as Treasurer, motion was seconded by
1239 David Friedrich.
Motion Carried.

The Oath was administered to the new officers and signed.

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President O'hare passed around a committee sign up sheet.

PERIOD OF BOARD EXPRESSION:

President O'Hare read paragraphs one (1) and two (2) from page 24 of the Handbook for Library Trustees of New York State, reminding the Board that all actions of the board should be as a unit and no one should act alone.

PERIOD OF PUBLIC EXPRESSION:

Union member Alex Giresi asked what the trustee term was in regards to the executive board. Janet advised that it is a one year term and Kerrie added it's a one year term and can go for 3 consecutive years. Monique advised the information is in the bylaws on the website.

7.13.22 President O'Hare entertained a motion to adjourn to Executive Session. Motion
1240 was moved by David Friedrich and seconded by Ruth Nelson.
Motion Carried.

Meeting adjourned at 7:18 pm to Executive Session.

7.13.22 President O'Hare entertained a motion to adjourn back to regular session. Motion
1241 moved by David Friedrich and seconded by Susan Berdinka.
Motion Carried.

Meeting returned to regular session at 7:32 pm.

7.13.22 President O'Hare entertained a motion to adjourn the July 13, 2022 regular
1242 meeting of the Board of Trustees. Motion was moved by David Friedrich and
seconded by Susan Berdinka.
Motion Carried.

Meeting was adjourned at 7:32 pm.

Respectfully submitted,

Ruth Nelson
BOT Secretary