

FLOYD MEMORIAL LIBRARY  
Minutes of meeting on May 3, 2021

Members present: Melina Angelson, Miriam Foster, Rosemary Gabriel, Buffy Hartmann, Jurgen Riehle, Peter Sacks, Nadira Vlaun and Director Thomas Vitale

Absent: none

The Board meeting was called to order at 6:03 PM

The minutes of April 5<sup>th</sup> were approved on motion of 1) and 2), unanimous approval.

Treasurer's Report:

Treasurer, Melina Angelson, presented the report. We are now working with our new bookkeeper, Lori Kimmelman. Melina transferred \$100,000 into our operating account to cover our gap. She has given our director information on when our CDs mature so we can transfer funds as needed. Discussions were held on our funding to SCLS and on our rate of spending.

There was a motion to accept the report and pay all bills by Peter Sacks seconded by Nadira Vlaun, unanimous vote. The treasurer's reports were accepted and filed for audit.

Communications: We had two communications. 1) From North Fork Side by Side Foundation regarding our \$15,000 grant which has been received. 2) A letter from the Suffolk County Library Association asking if our trustees wanted to join, at a cost of \$15/year per trustee.

Director's Report:

Presented by Director Vitale. Our statistics for library usage keep going up. Our children's librarian is interested in resuming in person programming. Toddler time will start up soon. ESL is meeting again and there is an increased interest. Our hiring of a FT Library Experience Specialist (formerly called clerk) and FT Adult Services Librarian (Poppy's position) continues with interviews. An offer has been made for the Library Experience Specialist. Thomas has met with school superintendents to discuss overlapping areas of interest. Friends continue to meet and discuss how it will function, and it is expected that they will soon elect officers. A discussion was held on what the Friends could do. Oswaldo has cleaned ivy from our building and is getting our garden ready. We are working with Microsoft Education to use our North Fork Side by Side grant to purchase the required laptops, tablets, and hot spots. We are working on establishing our new Seed Catalogue and hope to have it up by July.

Committees:

*Finance + Budget-* Everything is moving smoothly.

*Building* – Miriam and Buffy will soon walk around the building with Tom to discuss its status. Battery powered motion-detector-lights have been placed in the back stairway. We are looking at cubbies/lockers for staff to have dedicated storage space in the basement.

*Grounds + Garden* – We will be having a zoom meeting with Mary Jo Weinig about the children’s garden soon.

*Policy.* Two issues were discussed. Based on our discussion in the April meeting, there was a motion by Peter Sacks, seconded by Melina Angelson to add gender identity to our policy under EQUAL EMPLOYMENT OPPORTUNITY so that the first two sentences now read: The Floyd Memorial Library is an Equal Opportunity Employer. The Library will neither discriminate against nor act in favor of any employee or applicant for employment because of sex, age, race, creed, disability, sexual orientation, gender identity or national origin. There was unanimous approval.

A discussion was held on our probation period which is currently 6 months and our director wondered whether it should be changed to 3 months. It was decided that we will leave it at 6 months.

*Personnel* –. Our Personnel Committee is meeting regularly with Tom to discuss various issues.

Old business: none were discussed.

New business: Our annual meeting will be held at our June meeting. A nominating committee of Miriam Foster, Rosemary Gabriel and Peter Sacks was established to put forward a slate of candidates. The library will have a reopening on Sundays to begin in June. The library will be closed on June 19<sup>th</sup> for Juneteenth day. This year it falls on a weekend and there was a discussion on how to handle full time workers’ benefits since not everyone will be scheduled to work on this holiday. It was decided that we would use a floating holiday for these full-time workers.

The Board went into Executive Session at 7:39PM to discuss personnel issues.  
We came out of Executive Session at 8:08 PM

Meeting was adjourned at 8:09 PM. The next meeting will be on at 6.00pm on Monday June 7, 2021.

Respectfully submitted,

Peter Sacks, Secretary