



273 Beaver Dam Road
Brookhaven, NY 11719
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Board of Trustees Meeting Minutes – March 30, 2021 **APPROVED**

Present: M. Reitzel, J. Quirk, K. Kirk Murphy, S. Anderson, D. Smith, T. Kirk Glynn, M. Chiamonte, J. Papandrea (Director)

M. Reitzel called the meeting to order at 7:13 p.m.

The Brookhaven Free Library Board of Trustees is meeting tonight for its regularly scheduled Board meeting on Tuesday, March 30, 2020 through Zoom Meeting ID 869 2291 8983.

Approval of Minutes:

Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes from the February 16, 2021 meeting (Quirk, Kirk Glynn, Unanimous).

Correspondence:

- No correspondence

Reports:

Treasurer:

- The Treasurer's Report was distributed and reviewed.
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Treasurer's Report for the month of February 2021 (Reitzel, Kirk Murphy, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of February 2021 (Reitzel, Kirk Murphy, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of February 2021 (Reitzel, Kirk Murphy, Unanimous).

President:

- No report.

Director:

- The Director's Report was distributed and reviewed.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the 2020 Annual Report for Public and Association Libraries as prepared by the Director (Reitzel, Quirk, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Paid Time Off Policy (Reitzel, Quirk, Unanimous).



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- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Open Meetings Policy (Reitzel, Quirk, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the revised Sexual Harassment Prevention Policy (Reitzel, Quirk, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Long Range Plan (Reitzel, Quirk, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts Change Order #1 submitted by Nelson & Pope (Reitzel, Kirk Murphy, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the proposal from CSDNET for hardware, installation and setup of a new server for a total cost of \$16,232.72 (Quirk, Reitzel, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report (Reitzel, Anderson, Unanimous).

Committee reports:

Building and Grounds: none

Finance: none

Public Relations: none

Nominating: none

Technology: none

Administrative/Policy: none

New Business: none

Old Business:

- Resolved that the Board of Trustees of the Brookhaven Free Library extends the authorization for the continued payment of payroll expenses for staff while administratively reassigned to work from home effective March 14, 2020 and now through April 30, 2021. Staff will be paid for scheduled hours as necessary (Reitzel, Kirk Glynn, Unanimous).

Adjournment:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 7:42 PM (Reitzel, Quirk, Unanimous).

Respectfully Submitted:

Kristin Kirk Murphy, Secretary