



273 Beaver Dam Road
Brookhaven, NY 11719
Tel: 631-286-1923 Fax: 631-286-0120
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Board of Trustees Meeting Minutes – May 18, 2021 **APPROVED**

Present: M. Reitzel, J. Quirk, T. Kirk Glynn, M. Chiaramonte, K. Kirk Murphy, J. Papandrea (Director)

Absent: D. Smith, S. Anderson, J. Quirk

M. Reitzel called the meeting to order at 7:20 PM

The Brookhaven Free Library Board of Trustees is meeting tonight for its regularly scheduled Board meeting on May 18, 2021 through Zoom Meeting ID 892 2672 2141.

Approval of Minutes:

- Postponed.

Correspondence:

- No correspondence

Treasurer's Report:

- 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 April 2021 (Kirk Murphy, Chiaramonte, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of April 2021 (Kirk Murphy, Chiaramonte, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of April 2021 (Kirk Murphy, Chiaramonte, Unanimous).

Reports:

President:

- No report.

Director:

- The Director's Report was distributed, reviewed and discussed.



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- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the resignation of Jennifer Rocco effective May 28, 2021 (Reitzel, Kirk-Glynn, Unanimous).
 - Resolved that the Board of Trustees of the Brookhaven Free Library approves the revised Education Community Outreach Coordinator job description (Reitzel, Chiaramonte, Unanimous).
 - Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report (Reitzel, Chiaramonte, Unanimous).

Committee reports:

Building and Grounds: none

Finance: none

Public Relations: none

Nominating: none

Technology: none

Administrative/Policy: none

New Business: none

Old Business:

- Covid-19 Response Plan-no change to the mask policy for now based on new CDC recommendations, will review at next meeting.
- 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 June 30, 2021. Staff will be paid for scheduled hours as necessary (Reitzel, Chiaramonte, Unanimous).
- Review and discussion of bids received for Site Improvement Plan Project.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the bid from Pioneer Landscaping & Asphalt Paving, Inc to complete the Site Improvement Plan, as prepared by Nelson & Pope, for the sum of \$415, 674 (Reitzel, Kirk Glynn, Unanimous).

Adjournment:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 8:13 PM (Reitzel, Chiaramonte, Unanimous).

Respectfully Submitted:

Kristin Kirk Murphy, Secretary