



273 Beaver Dam Road
Brookhaven, NY 11719
Tel: 631-286-1923 Fax: 631-286-0120
www.brookhavenfreelibrary.org
bfl@brookhavenfreelibrary.org

Board of Trustees Meeting Minutes – July 20, 2021 **APPROVED**

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

Absent: D. Smith

M. Reitzel called the meeting to order at 7:09 PM

Approval of Minutes:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the October 20, 2020 meeting. (Quirk, Reitzel, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the December 15, 2021 meeting. (Quirk, Reitzel, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the June 15, 2021 meeting. (Quirk, Reitzel, Unanimous)

Period for Public Expression: None

Correspondence: A letter from Mark Rhodes was received expressing concern about the parking/grounds improvement project.

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 June 2021. (Reitzel, Anderson, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of June 2021. (Reitzel, Anderson, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of June 2021. (Reitzel, Anderson, Unanimous)

Reports:

President: No report.

Director:

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



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- Motion to accept the hiring of Anthony Zutter as the full-time Patron Services Manager at an annual salary of \$68,000 effective July 12, 2021. (Reitzel, Quirk, Unanimous)
- Motion to accept the hiring of Isabel Fritz as a part-time Library Assistant at the rate of \$17.00 per hour, effective June 21, 2021. (Reitzel, Kirk Glynn, 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:

- Site-improvement project was discussed.
- Motion to accept Change Order #3 from Nelson & Pope for \$10,500 (Reitzel, Anderson, Unanimous)
- On-going COVID response plan was discussed.

Adjournment:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 8:00 PM. (Reitzel, Anderson, Unanimous)

Respectfully Submitted:

Kristin Kirk Murphy, Secretary