



273 Beaver Dam Road
Brookhaven, NY 11719
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Board of Trustees Meeting Minutes – March 15, 2022 **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 7:36 PM

Adoption of Agenda:

- A motion was made to accept the proposed agenda for the March 15, 2022 meeting. (Reitzel, Quirk, Unanimous).

Approval of Minutes:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the February 15, 2022 meeting. (Reitzel, Anderson, Unanimous)

Period for Public Expression: None

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 February 2022. (Reitzel, Quirk, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of February 2022. (Reitzel, Anderson, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of February 2022. (Reitzel, Anderson, Unanimous)

Reports:

President: No report.

Director:

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

- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report. (Quirk, Reitzel, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the attendance of Anthony Zutter at the family Place Libraries training to be held April 4-7, 2022 for a fee of \$1,500. (Quirk, Kirk Glynn, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Internet Usage Policy (Reitzel, Chiaramonte, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library will request a TAN in the amount of \$500,000 for FY 2022-2023. (Quirk, Reitzel, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the discarding of the computers inventoried as numbers 1,2,13,24. (Reitzel, Kirk Murphy, Unanimous)

Committee reports:

Building and Grounds: None
Finance: None
Public Relations: None
Nominating: None
Technology: None
Administrative/Policy: None

New Business:

- Postponement of the approval of the 2020 Annual Report for Public and Association Libraries.

Old Business:

- Ongoing response to COVID discussed. No major issues were reported. Effective tomorrow, March 16 masks will be optional in all areas of the library for all patrons and staff.
- Revised project materials were submitted to the Town of Brookhaven's Planning Department. Most of the project recommendations by the Historic District Advisory Council were implemented. A variance will be necessary because the light spillage that will be produced from the proposed dark skies compliant lighting is greater than the current code allows. Also, the maximum building area of 15% is currently exceeded by 2% due to the shed and the arbor. If approved, the variance will allow the library to retain both structures. Parking and land development standards are also elements of the project that we will be seeking relief from current code to complete.



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- A motion was made to enter into Executive Session at 8:02 PM to discuss the Director's contract. (Reitzel, Quirk, Unanimous)
- A motion was made to exit Executive Session at 8:20 PM.
- The Director would like to review the terms of the contract before proceeding. Once agreed upon, President Reitzel will work with the attorney to finalize.

Adjournment:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 8:24 PM. (Reitzel, Anderson, Unanimous)

Respectfully Submitted:

Kristin Kirk Murphy, Secretary