



273 Beaver Dam Road  
Brookhaven, NY 11719  
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Board of Trustees Meeting Minutes – July 26, 2022 **APPROVED**

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

**M. Reitzel called the meeting to order at 8:10 PM**

**Adoption of Agenda:**

- A motion was made to accept the proposed agenda for the July 26, 2022 meeting. (Reitzel, Glynn, Unanimous)

**Approval of Minutes:**

- Resolved that the Trustees of the Brookhaven Free Library approve the minutes from the May 24, 2022 meeting, amended to include the following motion (Reitzel, Murphy, Unanimous):

*Resolved that Board of Trustees of the Brookhaven Free Library accepts the engagement letter received from Albert Coster, C.P.A. of Baldessari & Coster LLP and approves the outlined actions as they relate to our annual audit, for a fee not expected to exceed \$7,700 (Reitzel, Quirk, Unanimous).*

- Resolved that the Trustees of the Brookhaven Free Library approve the minutes from the June 21, 2022 meeting. (Reitzel, Murphy, Unanimous)

**Period for Public Expression:** None

**Correspondence:** None

**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 2022. (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 2022. (Reitzel, Anderson, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of June 2022. (Reitzel, Anderson, Unanimous)



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### Reports:

**President:** President Reitzel welcomed new trustee Kathleen Dallin to the Board.

**Director:** No report.

### Committee reports:

**Building and Grounds:** None

**Finance:** None

**Public Relations:** None

**Nominating:** None

**Technology:** None

**Administrative/Policy:** None

**New Business:** None

### Old Business:

- The COVID-19 Response Plan remains unchanged. No additional action necessary at this time.
- The Site Improvement Project was discussed. The Director provided updates from Nelson & Pope as well as patron feedback.
- The revised plan and rendering were discussed, all pleased with improvements.
- The Board would like to proceed with the revised plan that includes a redesigned corner.
- Nelson & Pope will request to be put back on the ZBA calendar, most likely in September. Not known yet if mailings and posted signs will be required.
- The Director will send an update to the Community Review Panel.

### Adjournment:

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting 8:34 PM. (Reitzel, Kirk, Unanimous)

Respectfully Submitted:

*Jamie Papandrea, Director*