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Board of Trustees Meeting Minutes – March 19, 2024 APPROVED

Present: A. Budris, S. Anderson, K. Dallin, B. LaValle, J. Subhash and J. Papandrea (Director)

Absent: K. Kirk-Murphy, M. Reitzel

Treasurer S. Anderson called the meeting to order at 7:55 PM.

ADOPTION OF AGENDA: Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, March 19, 2024. (Anderson, Dallin, Unanimous)

APPROVAL OF THE MINUTES: Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the Tuesday, March 19, 2024 meeting. (Anderson, Dallin, Unanimous)

PERIOD FOR PUBLIC EXPRESSION: The Director expressed gratitude for the recognition of her ten years of service as Library Director during the Annual Meeting. She thanked the Board for their continued support and beautiful arrangement.

TREASURER'S REPORT:

- Resolved that the Board of Trustees of the Brookhaven Free Library postpones the approval of the Treasurer's report for the month of February 2024. (Anderson, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of February 2024. (Anderson, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of February 2024. (Anderson, Dallin, Unanimous)

REPORTS:

PRESIDENT'S REPORT: None.

DIRECTOR'S REPORT:

- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report for the month of March 2024. (Anderson, LaValle, Unanimous)
- The Director requested that the Board enter into Executive Session.

- A motion was made to enter into Executive Session at 7:58 PM to discuss the performance of a specific employee. (Anderson, Budris, Unanimous)
- Motion to exit Executive Session at 8:06 PM. (Anderson, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves attendance for the Director at NYLA's Spring on the Hill, held in Albany, NY April 22-23 with hotel fees, transportation, and miscellaneous expenses not to exceed \$800 (Anderson, Dallin, Unanimous)
- The Director shared the notification letter that was sent to this year's recipient of the 9th Annual Community Partner in Literacy Award, Mrs. Jessica Weinberg, K-6 Dual Language Coordinator, South Country Central School District.

COMMITTEE REPORTS:

Building and Grounds: None

Finance: None

Public Relations: None

Nominating: None

Technology: None

Administrative/Policy: None

NEW BUSINESS:

- The Director distributed the 2023 Annual Report for Public and Association Libraries and discussion followed.
- She reviewed the report in detail with the Trustees noting background information, key points and data collection methodology. Program attendance saw a nice increase over the previous year while circulation of physical items in down.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the 2023 Annual Report for Public and Association Libraries as prepared by the Director. (Anderson, Budris, Unanimous)

ADJOURNMENT: Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting at 8:29 PM. (Anderson, Dallin, Unanimous)

Respectfully submitted, *Jacqueline Subhash, Secretary*