

**MINUTES OF THE MEETING OF THE
HAUPPAUGE PUBLIC LIBRARY BOARD OF TRUSTEES
November 18, 2010
Hauppauge Public Library**

Present

Mr. Andrew Black
Mr. Robert Druckenmiller
Mrs. Carol Poma
Mrs. Judith Berry, Director
Mr. Al Coster, Auditor (8 pm -8:30 pm)

Absent

Mr. Stephen Bard
Mr. Ralph Plotke

Mr. Black called the Meeting to order at 7:53 p.m. The Pledge of Allegiance was recited.

Motion to accept the Minutes of the October 21, 2010 Regular Board Meeting (Poma, Druckenmiller) passed 3-0.

Treasurer's Report

The Director reviewed the reports with the Board.

Motion to accept the November 18, 2010 warrant (\$297,425.68) (Poma, Druckenmiller) passed 3-0.

Motion to accept the November 18, 2010 Capital Fund warrant (\$4,388.75) (Druckenmiller, Poma) passed 3-0.

Correspondence

None

Director's Report

In addition to the written report Mrs. Berry referenced circulation statistics, computer usage statistics, programming statistics, procedures for weather emergencies, carpet cleaning, air filters, chemicals to treat bed bugs, Cyberbullying and installing a spotlight on the library building.

Motion to accept the November Personnel Report (Poma, Druckenmiller) passed 3-0.

Committee Reports

None

Old Business

Internet Policy

Motion to amend the Internet Policy (Poma, Druckenmiller) passed 3-0.

New Business

Library Audit

Al Coster of Baldessari & Coster LLP reviewed with the Board the library audit performed by their accounting firm. The Board discussed the audit process and results.

Capital Fund

Motion to transfer \$285,425 from the Library General Fund balance into the Capital Fund (Druckenmiller, Poma) passed 3-0.

Designation of fund balance

Motion to designate additional funds within the library fund balance as follows:

\$ 50,000 NYS Retirement
\$ 140,328 Annual OPEB (other postemployment benefit) Obligation
\$ 50,000 Health Insurance

The remainder of the fund balance (\$591,182) will remain unrestricted.

(Poma, Druckenmiller) passed 3-0.

Purchasing Policy

Motion to amend the Purchasing Policy (Druckenmiller, Poma) passed 3-0.

SCLS Trustee Election

Motion to cast votes for the SCLS trustee by written ballot (Druckenmiller, Poma) passed 3-0.

SCLS Budget Proposal FY 2011

Motion to approve the proposed 2011 Budget of the Suffolk Cooperative Library System in the amount of \$8,330,794 and authorize Member Library Support payment upon receipt of the SCLS bill (Poma, Druckenmiller) passed 3-0

Staff Pay Dates 2011

Motion to approve the staff pay dates for 2011 (January 7, January 21, February 4, February 18, March 4, March 18, April 1, April 15, April 29, May 13, May 27, June 10, June 24, July 8, July 22, August 5, August 19, September 2, September 16, September 30, October 14, October 28, November 10, November 25, December 9, December 23.) (Druckenmiller, Poma) passed 3-0

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Date of 2011 Library Budget Vote & Trustee Election

Motion to set the date of the 2011 Hauppauge Public Library Budget Vote and Trustee Election for Tuesday April 5, 2011 and to instruct the Director to begin preparations for the vote as needed (Druckenmiller, Poma) passed 3-0.

Motion to instruct the Secretary to include a segment on the agenda of the Board of Trustees Meeting on Thursday March 24, 2011 for a public budget hearing and a forum for the trustee candidates to speak (Poma, Druckenmiller) passed 3-0.

Period for Public Expression

None

Motion to enter into Executive Session at 9:15 pm to discuss real estate negotiations and personnel issues (Poma, Druckenmiller) passed 3-0.

The Board left Executive Session at 9:28 pm.

Motion to adjourn at 9:30 p.m. (Poma, Druckenmiller) passed 3-0.