

Unapproved

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
of the
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY
December 2, 2024**

Present

Mr. Harry Brown, President
Mrs. Frances Bell, Vice-President
Mr. Francis Pooley, Secretary
Ms. Joan Mason-Dollmann, Finance Officer

Absent

Ms. Diane Hartill, Trustee

Also present, Michael Squillante, Director; Janet Anderson, Business Manager; Andrew Story, Assistant Director.

Call to Order

Mr. Brown called the meeting to order at 6:00pm, and the Pledge of Allegiance was recited.

Approval of Minutes

There was a motion to approve the minutes of the October 28, 2024 Regular Meeting of the Board of Trustees. (Mason-Dollmann, Pooley; unanimous)

Period for Public Expression

None.

Correspondence

The Board reviewed a letter from Jennifer Korzenko, Children's Librarian II, regarding the professional development course she had completed.

Director's Report

The Board reviewed the Director's Report with interest.

Financial Report

The Board reviewed the Financial Reports.

The November Bills were presented and there was a motion to approve them. (Bell, Pooley; unanimous)

Personnel Report

There was a motion to approve the Personnel Report. (Mason-Dollmann, Pooley; unanimous)

New Business

SCLS Trustee Ballot

There being no Trustee vacancies in our SCLS zone, no ballots were cast.

SCLS 2024 Budget

There was a motion to approve the SCLS 2025 Budget (Bell, Mason-Dollmann; unanimous)

Library Assigned Funds

The Board reviewed and discussed the updated schedule of assigned funds.

2025-26 Proposed Budget Discussion

The Board discussed a draft, prepared by the Director and Business Manager, of the 2025-26 Proposed Budget. The Proposed budget is once again under the Tax Cap.

Old Business

Facility Projects Update

Mr. Squillante discussed the progress of repairs to the exterior stairwell in the rear of the building, the upcoming addition of a door in the Circulation Area, and the planned onstruction of a knee wall near the front entrance.

Executive Session

None.

Next Library Board meeting

Monday, January 27, 2025, at 6pm.

Adjournment

There being no further business, there was a motion to adjourn at 7:22pm. (Bell, Pooley; unanimous)

Respectfully submitted,

Mr. Francis Pooley, Secretary