

HUNTINGTON PUBLIC LIBRARY  
338 Main Street  
Huntington, New York 11743

**MINUTES**  
“Unapproved”

Of a Regular Meeting of the Library Board of Trustees  
Held on May 19, 2009, at  
1335 New York Avenue, Huntington Sta., New York

PRESENT: Trustees: Donald Brosnan, Ann M. Berger, Lauren Gilbert, Martha Kahn and Harriet Spitzer; Director: Debra Engelhardt

EXCUSED: Assistant Director: Michael Bogin

Ms. Spitzer called the meeting to order at 5:37 p.m.

Ms. Kahn made a motion, seconded by Ms. Gilbert, to approve the Library Board Minutes of April 21, 2009. The vote was unanimous.

A motion was made by Ms. Kahn, seconded by Ms. Berger, that Warrant 4/30/09 and 5/19/09 totaling \$581,834.60 is paid. The vote was unanimous.

Lisa Gulino, Department Head of Community Services, was in attendance and showed a power point presentation on ideas her department is working on for “re-branding” the Library and the new look of the newsletter/website. A launch date of January 1, 2010, is tentatively set for this venture.

Ms. Berger stated she attended a meeting with the landlord of the Station Branch building and that he presented the Library with a \$5,000 check. Ms. Berger added that the meeting was very positive and that she also had a tour of the second floor.

It was agreed that discussion of the Library’s policy for short-term disability be tabled until the June Board meeting.

Ms. Spitzer and Ms. Berger met with the new hire for the Business Manager position, Jennifer Mulvihill, who will be starting on May 29<sup>th</sup>.

Ms. Gilbert made a motion, seconded by Ms. Kahn, to accept the Personnel Report for May. The vote was unanimous.

Ms. Berger stated she would like to see individuals listed on the personnel report before their actual start date, as well as the effective date of any transfer from part time to full time.

Ms. Engelhardt added the following to her Director's Report:

- The Assistant Director's job description is continuing to be developed and will likely be in the June Board packet. Tim Wimmer has accepted the part-time custodial worker position and will start on May 29<sup>th</sup>;
- She followed up and contacted Dr. Ken Wayne from the Heckscher Museum with regard to picking up their collection;
- She followed up and contacted Mr. Harvey with regard to the "release of funds" letter that the construction project is closed;
- August 28<sup>th</sup> is set for the Library's full-day staff conference. The Library will also be closed on the 29<sup>th</sup> for necessary maintenance. January 13, 2010, is scheduled to be the next morning staff meeting.
- She will be attending the Trustee Workshop scheduled for June 8<sup>th</sup> at the Elwood Library;
- The Library received a Certificate of Appreciation from the U.S. Census Bureau for assistance provided to them in booking the necessary meeting space for their testing and training.

At 6:40 p.m. the meeting convened to Executive Session for re-discussion of personnel and legal matters. At 7:56 p.m., Ms. Spitzer reconvened the meeting.

It was agreed to table the discussion of possible ILL changes until next month's Board meeting.

A motion was made by Ms. Kahn, seconded by Ms. Gilbert, to adjourn the meeting. At 8:02 p.m., the meeting was adjourned.

Respectfully Submitted:

Prepared By:

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Martha Kahn, Secretary

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Claire Tietjen, Recording Secretary