

**John Jermain Memorial Library
Board of Trustees Meeting Minutes
November 17, 2021 In person**

In attendance: Gloria Primm Brown, Michael Garabedian, Bill McCoy, Bob Weinstein, Ann Sutphen, Susan Edwards, and Director Catherine Creedon
Absent: Nick Knab, Patty McCormick

1. Call to Order - 5:32 pm
2. Approval of October 20, 2021 minutes - attached
Motion: Garabedian
Second: McCoy
unanimous approval
3. Treasurer's Report/Approval of Financial Reports - attached
Motion: McCoy
Second: Weinstein
unanimous approval
4. Friends Report
Upcoming activities: Girls Night Out; RBGinsburg virtual museum tour; Dec 7 lunch
5. Director's Report - attached
6. Correspondence - Sag Harbor Historical Society webinar - JJML several mentions as outstanding example of architectural preservation in the Village
7. Statistics - attached
8. Committee Reports:
 - a. Bldg & G - met by email exchange recent power outage will require a surge protection system for building
HVAC replacement soon
 - b. Fin/B/Legal - no mtg
 - c. O & Pub - Annual Appeal will be delayed to allow ownership by K Harris
current significant donors will still be contacted by Creedon prior to year end
Board members are encouraged to act as "Ambassadors" by inviting local organizations to one on one introductions to new director
Suggested that Harris hold "office hours" for community intro
Press release announcing new director to be circulated Nov 18
 - d. Personnel - Payroll increase to match Social Security COLA of 5.9%
Motion: Edwards
Second: Sutphen
unanimous approval

Holiday pay pro-rate for part-timers to match full-time comp and to preserve 28+ hours worked to qualify to healthcare coverage
Motion: Edwards
Second: Sutphen
unanimous approval

remaining items to be covered in Executive Session

- e. Policy - Nursing Mothers Support Policy - see New Business
- f. Park - vandalism/disruptive patron issues; ball field redesign
- g. Director Search - Kelly A. Harris announced as the new E Director
other items to be covered in Ex Session

9. Old Business

- a. Trustee resignation (P McCormick) - replacement to be handled by appointment
- b. Nominating committee - slate to be presented as per By Laws - Dec mtg
- c. Director's Performance Review - Executive Session
- d. HERO Act - adopted language as per NYS:
Motion: Sutphen
Second: McCoy
unanimous approval
- e. COVID sick leave guarantee - 3 cycles of 14 days per
- f. NYS mandated leave for COVID 19 booster - 4 hrs

10. New Business

- a. Personnel updates: Hessler resignation (to Amagansett Directorship); LaMarca resignation (from parenting leave); Parry promotion to Head of Youth Services
- b. Nursing Mothers Support Policy
Motion: Sutphen
Second: McCoy
unanimous approval
- c. E-book pricing 2022 - JJML 12%
- d. SCLS 2022 budget approval
Motion: Sutphen
Second: Garabedian
unanimous approval
- e. Ballot to elect JoAnn Robotti as SCLS rep
five Trustees required to sign (Sutphen, Brown, Garabedian, McCoy, Weinstein)
- f. Contested Probate Citation rep - Garabedian to represent JJML pro bono
- g. Legislation requiring posting of minutes and/or unabridged video for remote mtgs
within 2 wks

11. Period for Public Expression

12. Executive Session - annual Performance Review for Director

- Motion: McCoy
- Second: Weinstein
- unanimous approval - entered 7:01 pm
- Motion: Garabedian
- Second: McCoy
- unanimous approval - exited 7:50 pm

13. Adjournment

- Motion: Sutphen
- Second: Garabedian
- unanimous approval - adjourned 7:53 pm