In Attendance:
Gerald Schmotzer, President
Phyllis Kelly, Trustee
Vincent Formicelli, Trustee
Michelle Young, I.T.P.L. Director
Juliet Feeley, Accounts Clerk Secretary
Chris Ostuni, Counsel

Absent:
Anne Harris, Trustee, without excuse

Call to Order:
Gerald Schmotzer called the meeting to order at 7:10 pm.

Pledge of Allegiance:
The Pledge Of Allegiance was recited.

Approval of Minutes:
These minutes represent a summary transcription of the topics and conversations that occurred at the October 25, 2018 Board Meeting.

Gerald Schmotzer made a motion to approve the amended minutes of October 25, 2018. Phyllis Kelly seconded the motion. All in favor: unanimous. Motion passes.
APPROVAL OF WARRANTS:

Gerald Schmotzer asked for a Motion to approve Warrant #604, from check numbers 14510-14556 in the amount of $77,056.38. Gerald Schmotzer asked for a Motion to approve the addendum to Warrant #604, from check numbers 14557-14588 in the total amount of $11,072.59. Phyllis Kelly seconded the Motion. All in favor: unanimous. Motion passes.

CORRESPONDENCE:

None.

DIRECTOR'S REPORT:

FINANCIAL:

1. On 10/30 the library received a copy of a paid invoice for all architectural services pertaining to the new library construction covering the period of December 2017-May 2018 from the Island Trees School District. The library's portion of the cost is $157,575.

2. Please note the change to page 11 of the 2018 audit. This reflects the resolution passed at the library's October 25, 2018 board meeting to move $.5 million from the unassigned fund to the capital improvement fund.

SPECIAL EVENTS/OUTREACH:

1. For the library's "Food For Fines" week (October 8-13), the library collected 84 lbs. of food, providing 140 meals through Island Harvest for families in need. The library would like to thank our very generous community for their support.

2. Please take a moment to look at the special board next to our circulation desk showcasing the library's 50th Charter Day Anniversary celebration. I would like to thank Debi Santiago for her hard work in creating this eye-catching display.

3. As of January 1, the library will be offering a new museum pass to the Museum of the Moving Image in Astoria, NY. This pass allows complimentary admission for two adults and two children, free screening tickets, and 25% off of special events.

WEBPAGE/GOOGLE ANALYTICS:

1. Between 10/1/18-11/1/18, the webpage had 890 users, up 55 users from the previous month. 674 users were first time visitors to the library's website.
**BUILDING:**

1. On November 11/7 The director had a phone conference in regards to moving forward with the installation of the Rave App emergency system at the library. The perimeter of the library side of the building, including part of the parking lot, was confirmed as the emergency zone and mapped out. As of this date seven full-time staff and/or heads of departments will have access to this app. Those employees will be required to watch a training video as well as download the app. The library will be meeting with Sgt. Croly and his team from the Nassau County Police Department to review procedures.

**STATISTICS:**

1. November:
   - Door Counter: 5,839
   - Circulation: 5,530 items
   - Children's Programs: 28 sessions, 223 children, 174 adults
   - Young Adult Programs: 3 sessions, 21 teens
   - Adult Programs: 43 sessions, 601 attendees
   - Facebook: 694 followers (as of 11/6/2018); we gained 5 new followers this month.

**EXECUTIVE SESSION:**

Gerald Schmotzer made a Motion to go into Executive Session at 9:01 pm. Phyllis Kelly seconded the Motion. All in favor: Unanimous, Motion passes.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

The library accepted the resignation of Calpena Mehta as of December 18, 2018.

**PUBLIC:**

None.

**EXECUTIVE SESSION:**
Gerald Schmotzer made a Motion to go into Executive Session at 9:01 pm. Phyllis Kelly seconded the Motion. All in favor: Unanimous, Motion passes.

**ADJOURNMENT:**

Gerald Schmotzer made a Motion to adjourn the October 25, 2018 Board Meeting at 10:08 pm. Phyllis Kelly seconded the Motion. All in favor: Unanimous, the motion passes.