

Minutes of the Meeting of Board of Trustees
of the Manhasset Public Library
November 19, 2020

Held on Thursday, November 19, 2020 at 7:00 pm in the Café.

Attendance

Board Members:

- Charles Jettmar, President
- Gloria Su, Vice President
- Donald T. O'Brien, Financial Officer
- Judith Esterquest, Trustee
- William Hannan, Trustee

Maggie Gough, Director

Minutes from previous sessions

Motion by Charles Jettmar, seconded by William Hannan, to accept the Minutes dated, October 29, 2020 as amended.

- Yes – Jettmar, Su, O'Brien, Esterquest, Hannan
- No – none

Financial Report and Vouchers:

The Trustees reviewed and accepted Michael Tomicich Treasurer's Report of November 13, 2020.

The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on November 19, 2020 and are allowed in the amounts shown.

Voucher #784	11/12/2020	Payroll	\$ 82,311.44
Claims Warrant	11/16/2020	Operating- A Fund	\$ 373,462.60
Claims Warrant	11/16/2020	Operating- H Fund	\$ 36,633.74

Linda Palmieri has been here by authorized and directed to pay to each of the claimants.

Motion made by Judith Esterquest, seconded by William Hannan, to approve Vouchers in the amounts listed.

RESOLVED, that the Board ratifies and confirms the vouchers as stated.

Yes – Jettmar, Su, O'Brien, Esterquest, Hannan

No – none

Director Report. The Director responded to all questions regarding her report.

Project update: The Director provided an updated timeline, and project team meeting notes from 10/19. The Trustees opted to retain two forms of financial reporting for the project: a QuickBooks summary of the H-fund and the established variance report. The Trustees requested that a monthly article on the Library's interior renovation appear in the local papers. The Director was asked to make arrangements with PR Specialist Lisa Hendrickson to deliver the articles to the press.

Executive session: entered at 8:20 pm exited 8:40pm

Motion to end the meeting made by Charles Jettmar at 8:45pm.

The next scheduled meeting is on December 10 at 7:00pm.

Respectfully submitted,

Maggie Gough, Director