

**MINUTES
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
September 19, 2023**

A regular meeting of the Board of Trustees of The Smithtown Library was held at the Smithtown building, Smithtown, New York, on the 19th day of September, 2023. The meeting was called to order at 6:30 p.m. with the pledge of allegiance to the flag.

The following Library Trustees were present: Brianna Baker-Stines, Mildred Bernstein, Barbara Deal, Annette Galarza, Howard Knispel and Thomas Maher. Trustee Anita Dowd-Neufeld was absent with prior notice.

Also present were Library Director Robert Lusak, Assistant Library Director Patricia Thomson, Assistant Library Director Eileen Caulfield, Treasurer Kevin Miller and Clerk Lauren Gunderson. Secretary Linda Taurassi was absent with prior notice.

Brianna Baker-Stines, President of the Board of Trustees, acted as Chairperson of the meeting and Clerk Lauren Gunderson acted as Secretary Pro Tempore.

READING AND APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

Library Board President Brianna Baker-Stines moved to approve the adoption of the following resolution:

- a. *RESOLVED, that the following "REGULAR" and "SPECIAL" meeting minutes be approved as presented:*
 - i. *"REGULAR" meeting of August 15, 2023*
 - ii. *"SPECIAL" meeting of August 22, 2023*
 - iii. *"SPECIAL" 'Budget' meeting of September 6, 2023*
 - iv. *"SPECIAL" meeting of September 6, 2023*

The motion was seconded by Trustee Thomas Maher and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

REPORTS OF OFFICERS, BOARDS, STANDING COMMITTEES & DIRECTOR'S REPORT

2. The BUDGET AND FINANCE COMMITTEE report was presented by Budget and Finance Committee Liaison Howard Knispel who moved to approve the adoption of resolution "a":

a. TREASURER'S REPORT

RESOLVED, that the TREASURER'S REPORT for the month ended August 31, 2023 be approved for filing (copy of report appended to the original of these minutes).

The motion was seconded by Trustee Mildred Bernstein and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

b. WARRANTS

Budget and Finance Committee Liaison Howard Knispel moved to approve the adoption of resolution "b":

RESOLVED, that the following WARRANTS be approved for payment (copy of warrants appended to the original of these minutes):

<i>i. Warrant #23 - September ("L" fund) PREPAYS</i>	<i>\$ 2,054.11</i>
<i>ii. Warrant #23 - September ("L" fund) WARRANT</i>	<i>\$ 413,315.45</i>
<i>iii. Warrant #23 - Payroll #17 (8/18/23)</i>	<i>\$ 274,645.95</i>
<i>iv. Warrant #23 - Payroll #18 (9/1/23)</i>	<i>\$ 283,230.92</i>
<i>v. Warrant #23 - Payroll #19 (9/15/23)</i>	<i>\$ 276,455.46</i>

The motion was seconded by Trustee Annette Galarza and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

c. EARLY RELEASE OF WARRANT PAYMENTS

Budget and Finance Committee Liaison Howard Knispel moved to approve the adoption of resolution "c":

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve the early release of designated warrant payments prior to the October 24, 2023 board meeting to avoid lateness penalties (Note: such meeting is scheduled late in the month due to the October 10, 2023 Library Budget Vote and Trustee Election); and be it

FURTHER RESOLVED, that any bill that would incur a penalty and/or interest fee can be released by the Treasurer prior to the October 24, 2023 board meeting, pending approval by the Board of Trustees Budget & Finance Committee Liaison or Library Board President, prior to payment being made.

The motion was seconded by Trustee Thomas Maher and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

d. UNASSIGNED FUND BALANCE – TRANSFERS TO RESERVES

Budget and Finance Committee Liaison Howard Knispel moved to approve the adoption of resolution “d”:

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve the transfer of \$700,000.00 of unassigned fund balance to the following committed funds: \$550,000.00 to library-wide Capital Improvements & Equipment Replacement and \$150,000.00 to Retirement & Future Benefit Payments.

The motion was seconded by Trustee Mildred Bernstein and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

e. CAPITAL PROJECTS - COMMIT FUNDS

Budget and Finance Committee Liaison Howard Knispel moved to approve the adoption of resolution “e”:

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve to uncommit funds in the amount of \$700,000.00 previously committed for capital projects in the "L" fund, and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve the transfer of \$700,000.00 from "L" fund into "M" fund; and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve to commit \$550,000.00 for the library-wide EV Charging Station Project, and \$150,000.00 for the Smithtown Building Lower Level Renovation & Podcast Studio Project, within the "M" Fund.

The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

3. In the absence of Personnel Committee Liaison Anita Dowd-Neufeld the PERSONNEL COMMITTEE report was presented by Trustee Annette Galarza, who moved to approve the adoption of resolution “a”:

a. PERSONNEL CHANGES

RESOLVED, that the following PERSONNEL changes be approved as presented:

Full-time Promotional Appointment:

- i. *Permanent full-time promotional appointment of **Amanda Lentino** to the position of Librarian III, Head of Outreach Services, Nesconset building, at an annual rate of pay of \$104,458.00, subject to a 12-week probationary period, effective September 20, 2023 (this is a new position).*

Full-time Contingent Appointment:

- ii. Contingent full-time promotional appointment of **Kimberly McCarthy** to the position of Librarian II, Children's Department, Nesconset building, at an annual rate of pay of \$87,373.00, subject to a 12-week probationary period, effective September 20, 2023 (to fill the vacancy created by the promotion of Margaret Moloney to the Head of Children's Services, Smithtown building, effective 8/26/23).

Full-time Appointment:

- iii. Release of **Ana Walsh** from a Library Assistant position, Technical Services Department, Nesconset building, and appointment into a permanent entry-level full-time Librarian I position, Reference Department, Kings Park building, at an annual rate of pay of \$61,204.00, subject to a 26-week probationary period, effective September 27, 2023 (to fill the vacancy created by the resignation of Alicia Collumbell, effective 8/18/23).

Part-time Appointments:

- iv. Part-time appointment of **Katie Dunn** to the position of Page, Kings Park building, at an hourly rate of pay of \$15.00, effective September 26, 2023 (to fill the vacancy created by the resignation of Liana Espinosa, effective 9/7/23).
- v. Part-time appointment of **Ann Marie Grande** to the position of Library Clerk, Circulation Department, Commack building, at an hourly rate of pay of \$19.20, effective September 25, 2023 (to fill the vacancy created by the reassignment of Christine Collins to the Kings Park building, effective 10/3/22).
- vi. ~~Part-time appointment of **Susan Mathews** to the position of Page, Kings Park building, at an hourly rate of pay of \$15.00, effective date TBD (to fill the vacancy created by the resignation of Allison Yablonski, effective 7/31/23) [Note: position declined].~~
- vii. Part-time appointment of **Heather Millman** to the position of Librarian Trainee, Reference Department, Kings Park building, at an hourly rate of pay of \$28.92, effective October 2, 2023 (to fill part of the vacancy created by the transfer of Sean Walls to the Sachem Library, effective 7/4/23).

Resignations:

- viii. Resignation of **Liana Espinosa**, Page, Kings Park building, effective September 7, 2023.
- ix. Resignation of **Carlos Morales**, Custodial Worker I, effective August 25, 2023.
- x. Resignation of **Katelyn Zanetti**, Librarian I, Children's Department, Nesconset building, effective August 30, 2023.

The motion was seconded by Trustee Thomas Maher and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

b. CONFERENCE ATTENDANCE REQUESTS

Trustee Annette Galarza moved to approve the adoption of resolution "b":

RESOLVED, that the following CONFERENCE ATTENDANCE requests set forth hereinafter are hereby approved:

- i. That Librarian III **Julie DeLaney**, Community Relations Department, Nesconset building, be authorized to attend, on paid release time, the “NYLA 2023 Annual Conference”, sponsored by the New York Library Association, to be held in Saratoga Springs, NY, from November 1, 2023 through November 4, 2023, with reimbursement for actual and necessary expenses not to exceed \$500.00.
- ii. That Librarian II **Kelly Filippone**, Reference Department/LI Room, Smithtown building, be authorized to attend, on paid release time, the “28th Annual Long Island Archives Conference--Transcending Barriers: Opening Archives, Opening Minds”, sponsored by the Long Island Library Resources Council (LILRC), on October 23, 2023, to be held at SUNY Old Westbury, with reimbursement for actual and necessary expenses not to exceed \$30.00.
- iii. That Librarian I **Marissa Finocchiaro**, Reference Department/LI Room, Smithtown building, be authorized to attend, on paid release time, the “28th Annual Long Island Archives Conference--Transcending Barriers: Opening Archives, Opening Minds”, sponsored by the Long Island Library Resources Council (LILRC), on October 23, 2023, to be held at SUNY Old Westbury, with reimbursement for actual and necessary expenses not to exceed \$30.00.
- iv. That Librarian II **Nicole Rossano**, Children’s Department, Kings Park building, be authorized to attend, on paid release time, the “Banned Books: A Reimagined Lit-Fest” (A Celebration of Books for Children and Young Adults) workshop, sponsored by the Nassau Library System on October 20, 2023, to be held at the Nassau Library System, Uniondale, NY, with reimbursement for actual and necessary expenses not to exceed \$75.00.

The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

- 4. The BUILDINGS AND GROUNDS COMMITTEE report was presented by Buildings and Grounds Committee Liaison Thomas Maher, who moved to approve the adoption of resolution “a”:

- a. TELEPHONE SYSTEM SUPPORT & MAINTENANCE – RingCentral

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement for telephone system support and maintenance (cloud-based telephone service) for all four Library buildings with RingCentral (NYS Contract PM68236), effective October 29, 2023 for a 12-month contract period, with a monthly cost not to exceed \$2,500 (Note: as needed, “per-call” service calls outside of normal business hours or “due to” issues outside contract agreement, and/or purchase of new phones/licenses can incur an additional expense. Cancellation is permitted at any time with cause).

The motion was seconded by Trustee Annette Galarza and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

5. The COMMUNICATIONS COMMITTEE report was presented by Communications Committee Liaison Barbara Deal who moved to approve the adoption of the following resolution:

a. MEMORIAL DONATION – Michael S. McDermott

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Linda & Peter Taurassi, of Smithtown, NY, for their generous memorial donation of Two Hundred Dollars (\$200.00) in memory of their beloved son-in-law Michael S. McDermott; and be it

RESOLVED, that said donation is to be used to purchase books by authors David Baldacci, Alexandre Dumas, Joe Hill, Stephen King and James Rollins; and be it

FURTHER RESOLVED, that said books are to be placed, as requested, at the Commack building to benefit the Commack Community.

The motion was seconded by Trustee Thomas Maher and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

6. DIRECTOR'S REPORT – Robert Lusak, Library Director

The Library Director's report had been submitted previously to the Library Board (copy of report appended to the original of these minutes). In addition the Library Director reported that the Library had met the construction grant deadlines for the Nesconset and Kings Park EV Charging Stations as well as the Smithtown pod cast recording room.

UNFINISHED BUSINESS

7. RESCIND POLICY - **3D Printer Use [Policy 700-85]** (2nd reading)
(Note: policy regarding the use of the Library's 3D printers are included in Policy 700-600)

Library Board President Brianna Baker-Stines moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby rescind the 3D Printer Use Policy [Policy 700-85] adopted 1/19/2016.

The motion was seconded by Trustee Thomas Maher and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

8. REVISED POLICY – **LearnLab and Maker Services Policy [Policy 700-600]** (2nd reading)

[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough]

Library Board President Brianna Baker-Stines moved to waive the reading of the LearnLab and Maker Services Policy [Policy 700-600]. The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Dowd-Neufeld, Galarza, Knispel, Maher; AGAINST—none

Library Board President Brianna Baker-Stines moved to approve the adoption of the LearnLab and Maker Services Policy [Policy 700-600]. The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

LEARNLAB AND MAKER SERVICES POLICY

PURPOSE

The Smithtown Library and the Friends of The Smithtown Library **collaborate to** provide the Library's community access to new and emerging technologies. It is the Library's ~~hope~~ **intention** to inspire an interest in design as well as to assist the community in transforming creations to life through the technology provided ~~in the LearnLab~~ **by the Library and its Friend's group**.

POLICY

Appropriate Use

~~The use of the LearnLab is available for~~ **The LearnLab and other maker services are available for use by** all Smithtown Library cardholders in good standing. Equipment may only be used for lawful purposes. Use of ~~the space~~ **these services** does not ~~equa~~ **constitute** endorsement by the Library of the creations made. The views and opinions expressed by patrons using ~~the LearnLab~~ **these services** do not necessarily reflect the views and opinions of the Library or any of its officers or employees. Unacceptable use of ~~the LearnLab~~ **maker services** includes but is not limited to:

1. Creating materials prohibited by local, state, or federal law;
2. Creating materials that are unsafe, harmful, dangerous, or pose ~~an immediate~~ **a** threat to the well-being of others; ~~such use may violate the terms of use of the manufacturer;~~
3. Creating obscene materials or otherwise inappropriate for the library environment;
4. Creating materials in violation of intellectual property rights; objects that would violate patents, copyrights, trademarks, registered designs, or other proprietary objects;
5. Operating an on-going business or using the room to promote any **commercial** product, service, business, or pecuniary interests.

The Library reserves the right to review, refuse, or confiscate projects ~~requested~~ **created in** or brought into the LearnLab **Library**. Use of ~~the LearnLab~~ **maker services** not consistent with the Library's policies and procedures may result in loss of privileges.

OPERATION OF TECHNOLOGY

Patrons should be familiar with the technology they intend to use and are required to review any related training videos and modules. Staff is available to explain how to use equipment and will make instructional materials, such as manuals, ~~accessible~~ **available** upon request.

Certain equipment ~~in the LearnLab~~ is limited to staff operation only. Equipment designated for patron use may necessitate staff supervision, instruction, or training prior to or during use. General usage and safety guidelines are posted ~~in the LearnLab~~ **with the equipment**; strict adherence is required. Any issues or accidents ~~in the room~~ **with regard to the operation of these technologies** should be reported to Library staff immediately. Patrons may be held responsible for the repair or replacement cost of missing or damaged equipment.

Library staff manage all **maker service** hardware and software ~~in the LearnLab~~. Staff will consider modification requests, but reserve the right to refuse requests. Users are not permitted to modify hardware or software, or install new programs onto equipment. Any work saved on the computers in the LearnLab **or connected to any maker equipment offered by the Library** will be deleted when logged off and cannot be recovered. Users must provide their own external storage devices **or cloud service to save their project files**. Library staff will have the right to examine and approve patron external storage devices and materials.

HOLD HARMLESS

The Library holds no responsibility for damage to patron materials, or for any loss of data or information. Users of the LearnLab **and other maker services** will hold harmless and indemnify the Library as to all claims, actions, and judgments which accrue against the Library related to the use of Library software or hardware.

LEARNLAB PROCEDURES

Appointments may be required for use of certain equipment and must be made at least 24 hours in advance with a limit of five 1-hour appointments in a month. The LearnLab is a shared space; an appointment for one piece of equipment is not to be considered an appointment for all of the technology, nor a reservation of the entire room for private use. The Library reserves the right to photograph or record any works created in the space for promotional purposes.

The LearnLab is open to ~~everyone~~ **all Smithtown Library cardholders in good standing**; however, with the exception of program attendance, patrons under the age of 12 must have a parent or guardian present who will be responsible for that child while in the space. Every patron that uses equipment in the LearnLab, no matter how brief, must sign this policy. Patrons under the age of 18 must arrive to their appointment with this policy signed by a parent or guardian.

Food and drink are not permitted in the LearnLab. ~~The LearnLab closes one hour before the Library's closing.~~ Patrons are expected to leave the space in the condition existent when they entered it. **Fees may be charged for some materials and services, as posted in the LearnLab, while certain stations may require patrons to procure their own materials.**

Submission Projects

Please note that there is no guarantee of anonymity. Projects may be observed by Library staff and patrons utilizing the Library or LearnLab while being developed. Staff may review projects and advise patrons to make changes if any problems are foreseen **anticipated**. ~~No refunds or credits will be given for unsatisfactory results.~~

The post-processing of project submissions is the responsibility of the patron requesting such. This includes the removal of support structures, sanding or polishing prints, taking off protective masking, or otherwise re-configuring projects after print completion.

No refunds or credits will be provided for unsatisfactory results. Submissions that require a fee of \$20 or more will require prepayment. For submissions requiring a fee of under \$20, patrons may have the cost billed to their library records. Projects that are not retrieved within 90 days of completion may be deemed property of the Library or discarded.

Costs

~~Fees may be charged for some materials and services, as posted in the LearnLab.~~

DEFINITIONS

Maker services: Any services that utilize Library software, equipment, tools, and materials to create virtual and/or physical projects. Examples may include but are not limited to: 3D printers, 3D modeling, laser cutters, die cutters, sewing machines, textile/fiber arts, design software, coding, engineering, and electronics.

By signing **executing** below, you are agreeing to the policies and procedures of the LearnLab as listed **presented** above.

Name: _____ Barcode: _____
Please Print

Signature: _____ Date: _____
If under the age of 18, signature of parent/guardian

9. REVISED POLICY – Use of Library Meeting Rooms [Policy 700-50] (2nd reading)

[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough]

Library Board President Brianna Baker-Stines moved to waive the reading of the Use of Library Meeting Rooms [Policy 700-50]. The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

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Library Board President Brianna Baker-Stines moved to approve the adoption of the Use of Library Meeting Rooms [Policy 700-50]. The motion was seconded by Trustee Annette Galarza and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

USE OF LIBRARY MEETING ROOMS

1. **ObjectPurpose**

The Smithtown Library provides meeting rooms for use by **non-commercial**, nonprofit organizations and community groups within its chartered service area ~~regardless of the~~ **without regard to** viewpoints adopted by such organizations and groups.

2. **Regulations**

Each applicant requesting use of ~~the~~ **a** meeting room must observe the terms of use set forth hereinafter **herein**:

- a. Admission fees (**not to include an organizations dues payments**) may not be charged, nor may a collection or donation be solicited or taken during the meeting; **payment may be requested for materials pertinent to the group's presentation.**
- ~~b. Products and/or services may not be sold or advertised. except in the case of payment for materials required to advance the group's presentation.~~
- c. No printed materials (other than those utilized within a presentation) may be distributed on Library property.
- d. Meetings shall be non-exclusive and shall be open to the public.
- e. Meeting rooms are not available for social affairs, commercial or profit-making enterprises. The rooms may not be utilized by political parties or representatives of political parties when the purpose of such is to promote a political agenda **or proselytize.**
- f. Physical activities are prohibited.
- g. Applicants requiring audiovisual equipment must ~~make their own arrangements for all~~ **provide** such equipment.

- h. All publicity must cite the name of the applicant sponsoring the meeting. The Library may not be identified as a sponsor. Announcements of the meetings may only ~~state~~ **cite** the Library as a location of the meeting. The Library's telephone number is not to be ~~given~~ **provided** as a source to obtain more information ~~about~~ **regarding** the non-library sponsored event. Use of the Library's logo is prohibited.
- i. Neither the name nor the address of the Library may be used as the official address or headquarters of the applicant.
- j. Youth organizations using meeting rooms must ~~have~~ **provide** at least one person 21 or over, present at all times.
- k. If a meeting is cancelled, the Library must be notified as soon as possible regarding such.
- l. No meeting or program in the Library may be broadcast or televised **or streamed** without the Library's permission.
- m. Meetings may not be scheduled during hours the Library is not open to the public. All meetings must end by the time the Library closes. A ~~\$20.00~~ **\$65.00** custodial service fee per hour will be charged for meetings that extend beyond closing time.
- n. If a hearing-impaired person so requests, ~~at least one week before a meeting,~~ the applicant using the meeting room must provide a sign-language interpreter.
- o. The Library reserves the prerogative of canceling a meeting should it be determined that it is in the Library's best interest to do so.
- p. The Library reserves the authority to require that the applicant name the Library as an ~~additional~~ insured on a policy of insurance required as a condition of meeting room utilization.
- q. **In any event the applicant agrees to hold harmless the Library, its Board of Trustees, agents and employees from liability of any nature related to any loss or damage to property or to personal injury.**

3. Liability

- a. The applicant shall bear full responsibility for loss of, or injury or damage to, any property of the Library or attendee of a meeting as may be caused or inflicted by the applicant and/or affiliated persons, guests, or invitees.
- b. The applicant is responsible for the proper clean-up of the room. A ~~\$20.00~~ **\$65.00** Custodial Service Fee per hour or any fraction thereof will be charged for cleaning other than routine cleaning.
- c. The Library is not responsible for the safekeeping of any supplies, equipment, or other items brought by the applicant or by persons attending the meeting. Applicant must provide its/his/her own supplies.

4. Library Sponsored Programs

- a. Library-sponsored programs will be given preference for use of the meeting rooms.
- b. The Library reserves the right to revoke its permission for an applicant to use a meeting room should there be a conflict with Library-related services, programs, or activities, or in the case of an emergency.

5. Reservations

Requests for use of the meeting rooms must be **submitted by utilizing the Library's online application located on the Library's website www.smithlib.org** submitted to the Library as much in advance as possible, but not more than six (6) months in advance of the meeting date. ~~on a form prescribed by the Library Director.~~ **There will be a limit of one reservation per month per applicant.**

PUBLIC COMMENTS

In the time allotted for public comments two members of the public spoke.

NEW BUSINESS

10. MEET THE CANDIDATE NIGHT – League of Women Voters

Library Trustee Mildred Bernstein moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library approves the League of Women Voters of Smithtown hosting a 2023 Meet the Candidate event on October 3, 2023 at 6:30 p.m. for the upcoming 2024 Budget Vote & Trustee Election, as per the appended guidelines: the event shall be hosted by the League of Women Voters virtually on Zoom, streamed live on the Library's Facebook page during the event, and posted by The Smithtown Library YouTube channel after the event; the Smithtown Library will have no involvement with the event beyond facilitation; The Smithtown Library is not responsible for candidates that choose not to participate in the event; The Smithtown Library shall remit a fee of \$150 to the League of Women Voters for the moderating and hosting of the event.

The motion was seconded by Trustee Thomas Maher and adopted 4-2 by the following roll call vote:

FOR—Bernstein, Galarza, Knispel, Maher; ABSTAINED—Baker-Stines, Deal

11. Library Board President Brianna Baker-Stines noted that the next “regular” meeting of the Board of Trustees will be held October 24, 2023 at 6:30 p.m. at the Nesconset building.

12. There being no further business, Library Board President Brianna Baker-Stines moved to adjourn the meeting at 7:05 p.m. The motion was seconded by Trustee Annette Galarza and adopted 6-0 by the following roll call vote.

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Maher; AGAINST—none

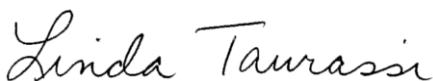
Minutes approved this 24th day of October, 2023.



Annette Galarza, Vice President
Smithtown Library Board of Trustees



Lauren Gunderson
Secretary Pro-Tempore



Linda Taurassi
Secretary to the Board of Trustees

9/19/23