
**BOARD OF TRUSTEES
Regular Meeting
Monday, April 15, 2024, 6:00pm**

Meeting Minutes

Present (via Zoom): Wendy Reeve, President; Kathy Perretta, Vice President (via Zoom); Bob McCaughey, Treasurer; Barbara Best, Secretary; Rosemary Winters, Library Director; Helen Corso, Sue Given
Absent: Helen Corso, Justin Cobis

1. Call to Order, President Wendy Reeve
As a quorum was present, the meeting was called to order at 6:05 p.m.
2. Adoption of the Agenda
A motion to adopt the agenda was made by Kathy Perretta. The vote was unanimous in favor.
3. Public Expression
There was no public expression.
4. Approval of the February 12, 2024 Minutes, Secretary, Barbara Best
A motion to approve the February 12, 2024 minutes was made by Sue Given. The vote was unanimous in favor.
5. Approval of the March 16, 2024 Minutes, Secretary, Barbara Best
A motion to approve the March 16, 2024 minutes as amended was made by Kathy Perretta. The vote was unanimous in favor.
6. Financial Reports, Director Rosemary Winters
 - a. Review of Treasurer's Report
The Treasurer's report for February and March, 2024 were reviewed and discussed by the trustees.
 - b. Review of Multi-Fund Report
The Multi-Fund report for February and March, 2024 were reviewed and discussed by the trustees.
 - c. Approval of General Fund Warrant
The General Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the General Fund Warrant dated April 15, 2024 was made by Barbara Best. The vote was unanimous in favor.
 - d. Approval of Capital Fund Warrant

The General Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the General Fund Warrant dated April 15, 2024 was made by Kathy Perretta. The vote was unanimous in favor.

e. Affirmation of Payroll

Gross Wages for February 2, 2024 were \$37,878.85.
Employer Taxes for February 2, 2024 were \$10,581.39.

Gross Wages February 16, 2024 were \$35,826.34.
Employer Taxes for February 16, 2024 were \$10,017.78.

Gross Wages for March 1, 2024 were \$36,755.36.
Employer Taxes for March 1, 2024 were \$10,319.59.

Gross Wages for March 15, 2024 were \$33,600.20.
Employer Taxes for March 15, 2024 were \$8,910.28.

Gross Wages for March 29, 2024 were \$32,108.21.
Employer Taxes for March 29, 2024 were \$8,512.00.

The motion to approve the payroll for the pay periods February 2, 16 and March 29, 2024 was made by Wendy Reeve. The vote was unanimous in favor.

7. Director's Report, Rosemary Winters

A motion to approve the Director's report dated April 15, 2024 was made by Kathy Perretta. The vote was unanimous in favor.

8. **Committee Reports** (Italicized Committees are currently inactive)

a. *Investment Committee, Wendy Reeve, Justin Cobis*

b. *Nominating Committee, Kathy Perretta, Sue Given*
Policy Committee, Wendy Reeve, Bob McCaughey, Helen Corso

c. *Research & Development Committee, B. McCaughey, B. Best, K. Perretta, H. Corso, N. Molofsky*

d. *Building & Grounds Committee, Barbara Best, Justin Cobis*

9. Old Business

a. Future Property Acquisition

The Director submitted the fully executed contract and phase 1 environmental report in advance of the meeting. There is no need for a second phase environmental assessment. The existing property survey needs to be updated. The cost will be \$575.00.



PO Box 935 • 27550 Main Road
Cutchogue, New York 11935
PHONE 631-734-6360 FAX 631-734-7010
www.cutchoguelibrary.org

10. New Business

a. NYS Annual Report

A motion to approve the NYS Annual Report was made by Wendy Reeve. The vote was unanimous in favor.

11. Public Expression

There was no public expression.

12. Adjournment

A motion to adjourn was made by Barbara Best. The vote was unanimous in favor.
The meeting adjourned 6:42 p.m.

Respectfully submitted,
Barbara Best, Secretary
Approved on: May 20, 2024

Next Trustee Meeting: Monday, May 20, 2024 at 6:00pm
Upcoming Friends of the Library Meeting: Monday, May 13, 2024 at 3:00pm