

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES**

January 7, 2014

President O'Keefe called the meeting to order following the conclusion of the organizational meeting.

Present: R. Carpenter, R. King, M. O'Keefe, G. Daly, David Zimmerman and S. LaVista. Absent: Lars Clemensen and A. Wilding.

Motion by G. Daly, seconded by D. Zimmerman to adopt the agenda. 5/0/0

Public Comment Period None

Approval of Minutes

Motion by G. Daly seconded by D. Zimmerman to accept the minutes of the December 3rd, 2013 meeting of the Board of Trustees. 5/0/0

Correspondence

Thank you notes from staff members Grace Cole and Carol Marrin.

A memo from the SCLS Board regarding Common Vote dates.

An email from Kevin Verbese regarding proposed legislation for mandated library trustee training.

Treasurers Report

Motion M. O'Keefe seconded by R. King to approve the Operating Fund schedule of claims dated 1/7/2014 in the amount of \$42,913.04 for check numbers 21010-21074. 5/0/0

Motion G. Daly seconded by R. Carpenter to approve listed prepays in the amount of \$34,443.16 for check numbers 20955-21009. 5/0/0

Motion R. King seconded by R. Carpenter to approve the payroll dated 12/6/13 in the amount of \$42,978.70 , payroll dated 12/20/13 in the amount of \$42,008.24 5/0/0

The financial report for January will be presented at the next board meeting after all December transactions and interest statements are received.

Directors Report

- Staff attendance at out of state conferences was discussed.
- Information regarding the upcoming library advocacy trip to Albany was provided, and staff and trustees were encouraged to attend and/or write letters to their legislators to restore funding for libraries
- A new program called "Card your baby" was recently launched. At discharge from the hospital, new mothers receive a packet of information on how and where to get a library card and resources for new mothers.
- A second charging station will be funded through a special collaboration with Ebsco and Suffolk County National Bank.
- A technology fair, scheduled in early March, will include a 3-D printer that will be on loan from SCLS for two weeks.

Committee Reports

- Bylaws and Policy – No report
- Buildings & Grounds – No report
- Friends – Met on December 16th.
- Finance and Capital Endowment – No report.
- Nominations and Personnel – No report.
- Publicity – No report
- Strategic Planning –Met 12/30 to review final revision to proposed logo.

Unfinished Business

Website and logo development were discussed.

New Business

Motion G. Daly seconded by R. Carpenter to approve the hiring of part time clerk Donna Valle on 12/17. 5/0/0

Motion R. King seconded by R. Carpenter to approve the initiation of a Flexible Spending Account for pre-tax savings on approved expenses for staff. 5/0/0

Motion M. O’Keefe seconded by G. Daly to approve the recommended changes in copy and printing fees. 5/0/0

Motion M. O’Keefe seconded by G. Daly to approve the new logo for the Library. 5/0/0

Executive Session - None

Adjournment

The meeting was adjourned at 9:07 pm.

Respectfully submitted by Grace Daly