

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

March 4, 2014

President O'Keefe called the meeting to order at 7:06 pm.

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

Motion by R. King, seconded by A. Wilding to adopt the agenda as amended. 6/0/0

Public Comment Period – None

Approval of Minutes

Motion by R. Carpenter seconded by A. Wilding to accept the minutes of the January 7, 2014 Annual Organization meeting and Regular meeting of the Board of Trustees. 6/0/0

Correspondence

Letter from Young Adult Services Division of SCLA commending Jackie Dunn for committee work and her service as Treasurer.

Letter from Young Adult Services Division of SCLA commending Theresa Owens for her committee work and her service as Member at Large.

Treasurers Report

Motion D. Zimmerman seconded by M. O'Keefe to approve the Operating Fund schedule of claims dated 2/4/2014 in the amount of \$31,151.45 for check numbers 21087-21153. 6/0/0

Motion R. King seconded by A. Wilding to approve listed prepays in the amount of \$11,948.93 for check numbers 21077-21086. 6/0/0

Motion A. Wilding seconded by M. O'Keefe to approve the payroll dated 1/3/14 in the amount of \$41,569.90, payroll dated 1/17/2014 in the amount of \$46,156.13 and payroll dated 1/31/2014 in the amount of \$44,244.05. 6/0/0

Motion D. Zimmerman seconded by R. Carpenter to approve the Operating Fund schedule of claims dated 3/4/2104 in the amount of \$49,067.58 for check numbers 21161-21235. 6/0/0

Motion A. Wilding seconded by R. King to approve the listed prepays in the amount of \$17,247.71 for check numbers 21154-21160. 6/0/0

Motion A. Wilding seconded by L. Clemensen to approve the payroll dated 2/14/2014 in the amount of \$44,282.68 and payroll dated 2/28/2014 in the amount of \$43,682.28. 6/0/0

There was discussion of the year-end financial report. Motion R. Carpenter seconded by A. Wilding to approve the Financial Reports for January, February and March 2014. 6/0/0

Directors Report

- Due to snow and inclement weather the library has had 8 closings.
- The annual library advocacy trip to Albany resulted in good news with reports that both the Assembly and the Senate have requested restoration of funding for libraries.

- Roof work on the most urgent areas was completed after snow and ice were removed. No further leaks have occurred.
- A leak in the ceiling of the Teen office was the result of a hole in a pipe between the upstairs custodial closet and the director's office.
- Progress on the website has been slow.
- A \$10,000 bequest from the estate of Jean Binnie is to be released according to her attorneys.
- The teen dept. reports that program attendance in 2013 was up by 33%.
- Meetings attended were reported.

Committee Reports

- Bylaws and Policy – No report
- Buildings & Grounds - No report
- Friends – Met on 2/24.
- Finance and Capital Endowment – No report.
- Nominations and Personnel – No meeting
- Publicity – Programs mentioned in Southampton Press.
- Strategic Planning –Meeting to be scheduled.

Unfinished Business

New Business

Motion R. King seconded by A. Wilding to approve the hiring of page Melissa Wilson on 1/8/2014.
6/0/0

Motion R. King seconded by A. Wilding to approve the change of status for Lonna Theiling from permanent part time to regular part time as of March 1, 2014. 6/0/0

Motion R. King seconded by A. Wilding to approve Ted Bruns as Technical Services assistant clerk.
6/0/0

Motion R. King seconded by A. Wilding to approve the resignation of Carol Marrin as of 12/31/2013.
6/0/0

A letter from Danielle Carey to the Board was discussed.

Motion R. King seconded by A. Wilding to approve the amended POP plan to change the plan year to a calendar year. 6/0/0

Executive Session - None

Adjournment

The meeting was adjourned at 9:13 pm.

Respectfully submitted by Lars Clemensen