

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

August 5, 2014

President O'Keefe called the meeting to order at 7:08 pm.

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

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

Public Comment Period – None

Approval of Minutes

Motion by A. Wilding seconded by G. Daly to accept the minutes of the July 1st, 2014 regular meeting of the Board of Trustees as corrected. 5/0/0.

Correspondence - none

Treasurers Report

Motion G. Daly seconded by A. Wilding to approve the Operating Fund schedule of claims dated 8/5/2014 in the amount of \$46,264.44 for check numbers 21629-21718. 5/0/0

Motion D. Zimmerman seconded by R. Carpenter to approve listed prepays in the amount of \$27,301.69 for check numbers 21610-21628. 5/0/0

Motion R. Carpenter seconded by A. Wilding to approve the payroll dated 7/3 in the amount of \$42,459.00 payroll dated 7/18/14 in the amount of \$42,295.90. 5/0/0

Motion A. Wilding seconded by G. Daly to approve the financial reports For August 2014. 5/0/0

Directors Report

- Preparations for the Budget Vote are complete.
- A new cell phone charging station is being donated to the library.
- The newsletter is being updated with the new banner and minor style changes. Library cards, stationery and book marks will also be updated to reflect the new banner and logo.
- Susan will meet with a possible candidate to take on the role of Friends Treasurer.
- Theresa Owens suggested a program series which would include job readiness skills and an "Interview Suit boutique, and would culminate in a Job Fair. This would be a collaboration with the Teen and Adult departments to reach graduating seniors, new adults and adults.
- All items noted in the recent Fire Marshal inspection are complete or in progress.
- Meetings attended were reported.

Committee Reports

- Bylaws and Policy – Meeting to be scheduled.
- Buildings & Grounds – Meeting to be scheduled.
- Friends – Met 7/28.
- Finance and Capital Endowment – No meeting.
- Nominations and Personnel – No meeting.

- Publicity – No report
- Strategic Planning – No meeting.

Unfinished Business None

New Business

Motion A. Wilding seconded by G. Daly to approve Part time librarian Steven Alcalde on 7/30/2014. 5/0/0

Motion G. Daly seconded by A. Wilding to approve the resignation of Part time page Jack Courtier on 6/24/2014. 5/0/0

Motion D. Zimmerman seconded by A. Wilding to approve the resignation of Part time circulation clerk Jessica Stellman on 7/29/2014. 5/0/0

Executive Session

Adjournment

The meeting was adjourned at 8:55 pm.

Respectfully submitted by Grace Daly