

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES
August 4, 2015**

CALL TO ORDER

President King called the meeting to order at 7:02pm.

Present: Mrs. Carpenter, Mr. Clemensen, Mrs. Daly, Mrs. King, Mrs. O'Keefe, Mr. Zimmerman, Mrs. Wilding, Mrs. LaVista.

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

The agenda was adopted. Clemensen / Zimmerman, 7/0/0

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES

1. The minutes of the July 7th Regular Meeting of the Board of Trustees were accepted. M. O'Keefe/G. Daly, 7/0/0
2. The minutes of August 3rd Special Meeting were accepted. R. Carpenter/D. Zimmerman, 7/0/0

CORRESPONDENCE

There was no correspondence.

TREASURER'S REPORT

1. The Operating Fund schedule of claims dated 8/4/2015 in the amount of \$50,281.78 for check numbers 24103-24168 was approved. R. Carpenter/M. O'Keefe, 7/0/0
2. The listed prepays in the amount of \$11,989.44 for check numbers 24091-24102 were approved. A. Wilding/G. Daly, 7/0/0.
3. The payroll dated 7/3/2015 in the amount of \$ 43,036.44, payroll dated 7/17/2015 in the amount of \$40,979.77 and payroll dated 7/31/2015 in the amount of \$43,267.50 were approved. D. Zimmerman/G. Daly, 7/0/0.
4. Approved the financial report for July 2015. L. Clemensen/G. Daly, 7/0/0.

DIRECTOR'S REPORT

1. A new security company was hired.
2. Panic alarm installation to be scheduled.
3. A new central station company was hired.
4. The library was represented at the Hampton Bays Historical Society celebration in honor of the 375th anniversary of the founding of the Town of Southampton.
5. Copy machine leases are in negotiation.
6. A new credit card processing company is being considered.
7. Meetings attended were listed.

COMMITTEE REPORTS

1. Bylaws & Policy: A meeting of the policy committee will be scheduled to review and recommend updates to the policy manual.
2. Buildings & Grounds: No report.
3. Finance & Capital Endowment: No report.
4. Friends of the Library: Met 7/27. The luncheon was reviewed; it was a revenue generator. The book store is doing very well this summer.
5. Nominations & Personnel: Lars Clemensen will step down and Grace Daly will serve in his place.

6. Publicity: An article on the budget proposal in the SH Press; Director S; LaVista was interviewed.
7. Strategic Planning: Met 8/3/15.

OLD BUSINESS

1. Approved the hiring of Arrow Security to provide security services for 28 hours per week at the Library. L. Clemensen/A. Wilding, 7/0/0.
2. Approved the proposal from Bellringer Security to install a new panel in the IT room and panic buttons at the public desks, and a second proposal to provide alarm monitoring services. M. O'Keefe/D. Zimmerman, 7/0/0.

NEW BUSINESS

1. The hiring of Isabella Sorgi, PT Adult Page, on 7/2/15 was approved. R. Carpenter/G. Daly, 7/0/0.
2. The resignation of Jarline Duran, effective 6/24/15, was accepted. M. O'Keefe/A. Wilding, 7/0/0.
3. The change of status for Victoria Urbelis to Permanent Part Time, effective 7/1/15, was approved. M. O'Keefe/R. Carpenter, 7/0/0.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

The meeting was adjourned at 8:50 pm.

Respectfully submitted by Lars Clemensen.