

**MINUTES OF THE REGULAR MEETING OF THE  
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES  
September 1, 2015**

**CALL TO ORDER**

President King called the meeting to order at 7:04pm.

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. M. O'Keefe/L. Clemensen, 7/0/0

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES**

1. The minutes of the August 4<sup>th</sup> Regular Meeting of the Board of Trustees were accepted as amended. R Carpenter/A. Wilding, 7/0/0

**CORRESPONDENCE**

Invitation to the SCLS Trustee Fall workshop. S. LaVista to L. Clemensen regarding library cards for teachers. Attorneys of the Helen Gould estate re: bequest. Utica National Ins. Co., re: final disposition of patron claim. Stella & Charles Guttman Foundation donation to library for general support. J. Dunn and C. Fitzgerald, staff re: Thank you for security guard. K. Billingham re: Yoga House and library classes.

**TREASURER'S REPORT**

1. Approved the Operating Fund schedule of claims dated 9/1/2015 in the amount of \$50,305.44 for check numbers 24186-24254. L. Clemensen/D. Zimmerman, 7/0/0.
2. Approved listed prepaids in the amount of \$27,972.28 for check numbers 24169-24185. M. O'Keefe/G. Daly, 7/0/0.
3. Approved the payroll dated 8/14/2015 in the amount of \$ 42,660.21, payroll dated 8/28/2015 in the amount of \$ 43,467.32. A. Wilding/M. O'Keefe, 7/0/0.
4. Approved the financial report for September 2015. L. Clemensen/A. Wilding, 7/0/0.

**DIRECTOR'S REPORT**

1. Department reports were reviewed and discussed. Repairs were made to the air conditioning in the children's and the reference departments due to an overburdened system and corroded wires in one of the air handlers. Patron reactions to the new security guard service were discussed. Meetings attended were listed.

**COMMITTEE REPORTS**

1. Bylaws & Policy: Policy manual updates are pending.
2. Buildings & Grounds: Met 9/1. Walked around to review safety and trip hazards. Committee will recommend pursuing a quote for patching vs. total replacement.
3. Finance & Capital Endowment: No report.
4. Friends of the Library: Met 8/24, A. Wilding and G. Daly were in attendance. Review of the Friends membership is underway.
5. Nominations & Personnel: Meetings to be scheduled for trustee replacements.
6. Publicity: An article on construction, chart of options presented by Sandpebble was included.
7. Strategic Planning: Charrette is scheduled for Thursday, 9/3.

### **NEW BUSINESS**

1. Disapproved the placement of portraits and plaques in the library for the Hampton Bays Hall of Fame. M. O'Keefe/A. Wilding, 7/0/0.
1. Disapproved the placing of staff reports on the library website. L. Clemensen/A. Wilding, 7/0/0.
2. Accept the proposal to install a new sidewalk. (No action taken.)
3. Approved the hiring of Sarah Fiore, pt Librarian, on 8/13/2015. D. Zimmerman/L. Clemensen, 7/0/0.
4. Approved the resignation of Victoria Drescher after final shift, effective 7/15/2015. L. Clemensen/A. Wilding, 7/0/0.
5. Approved the change of status of Library trainee Victoria Urbelis, rate increase for credits completed. M. O'Keefe/D. Zimmerman, 7/0/0.

### **EXECUTIVE SESSION**

There was no executive session.

### **ADJOURNMENT**

The meeting was adjourned at 9.09 pm.

Respectfully submitted by Lars Clemensen.