

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES
October 6, 2015**

CALL TO ORDER

President King called the meeting to order at 7:09pm.

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

Absent: Mr. Clemensen

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

The agenda was adopted. M. O'Keefe/D. Zimmerman, 6/0/0

PUBLIC COMMENT

Kara Billingham, owner of Yoga House. There was discussion of library sponsored exercise classes, and student and administrative fees. Ms. Billingham contends that a different model would be fairer and more appropriate.

APPROVAL OF MINUTES

1. The minutes of the September 1st Regular Meeting of the Board of Trustees were accepted. D. Zimmerman/M. O'Keefe, 6/0/0

CORRESPONDENCE

Letter from Kevin Verbese/SCLS re a vacancy on the SCLS Board. Letter from Fran Trillo re library renovations.

TREASURER'S REPORT

1. The Operating Fund schedule of claims dated 10/6/2015 in the amount of \$52,331.20 for check numbers 24277-24360 was approved. D. Zimmerman/G. Daly. 6/0/0
2. The listed prepays in the amount of \$200,236.18 for check numbers 24255-24276, which included the bond payment, were approved. G. Daly/A. Wilding. 6/0/0
A. Wilding/G. Daly, 7/0/0.
3. The payroll dated 9/11/2015 in the amount of \$ 42,191.28, and payroll dated 9/25/2015 in the amount of \$43,664.23 were approved. A. Wilding/G. Daly, 6/0/0.
4. Approved the financial report for July 2015. M. O'Keefe/R. Carpenter. 6/0/0.

DIRECTOR'S REPORT

1. Department reports were reviewed and discussed.
2. Building services and repairs were listed.
3. The second annual Staff Development day was approved. Date and programs to be scheduled.
4. The wrong Knox Box was ordered; the correct one will be ordered and installed.
5. The new fire alarm dialer, central station panel and panic alarms are scheduled to be installed.
6. Three new copy machines with new features and better efficiency were installed to replace machines with expired leases.
7. Meetings attended were listed.

COMMITTEE REPORTS

1. Bylaws & Policy: Met 9/23. The policy manual was reviewed and reorganized, and new and updated policies integrated.
2. Buildings & Grounds: Will meet to review the current landscaping contract and performance.
3. Finance & Capital Endowment: No report.
4. Friends of the Library: Met 9/28. The Treasurer will resign after the November meeting. Concerns were expressed regarding the operation of the Book Store during library renovations/reconstruction.

5. Nominations & Personnel: Interviews were held for two new Board positions.
6. Publicity: No report
7. Strategic Planning: R. King presented a draft calendar highlighting major actions for Trustees throughout the year.

OLD BUSINESS

1. Sidewalk repairs are under consideration pending revised proposals.

NEW BUSINESS

1. The hiring of Dana Amaroso, part time librarian, on 9/10/15 was approved. A. Wilding/D. Zimmerman. 6/0/0.
2. The resignation of Rebecca Marshall, part time page, effective 8/28/15, was approved. M. O'Keefe/G. Daly. 6/0/0.
3. Based on community input at recent public meetings, the Board of Trustees recommends that "Plan F," a new library on the present site, be put up for public vote. R. King/M. O'Keefe. 7/0/0 (Note: Trustee Lars Clemensen, who was absent, submitted a written vote to approve.)

EXECUTIVE SESSION

ADJOURNMENT

The meeting was adjourned at 9:30 pm.

Respectfully submitted by Anne Wilding.