

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES
November 3, 2015**

CALL TO ORDER

President King called the meeting to order at 7:03pm.

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

Absent: Mrs. Daly

ADOPTION OF THE AGENDA

The agenda was adopted. L. Clemensen/A. Wilding, 6/0/0.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

1. The minutes of the October 6th Regular Meeting of the Board of Trustees were accepted as amended. M.O'Keefe/A. Wilding. 6/0/0.

CORRESPONDENCE

None

TREASURER'S REPORT

1. The Operating Fund schedule of claims dated 1/03/2015 in the amount of \$44,306.42 for check numbers 24377-24448 was approved. D. Zimmerman/A. Wilding. 6/0/0
2. The listed prepays in the amount of \$19,943.36 for check numbers 24361-24376, were approved. M. O'Keefe/L. Clemensen, 6/0/0.
3. The payroll dated 10/09/2015 in the amount of 42,581.02, and payroll dated 10/23/2015 in the amount of \$43,774.79 were approved. A. Wilding/G. Daly, 6/0/0.
4. Approved the financial report for November 2015. L. Clemensen/A. Wilding. 6/0/0.

DIRECTOR'S REPORT

1. Department reports were reviewed and discussed.
 - Reference is circulating 6 Kindle Paperwhites loaded with best sellers to help with long waiting lists for popular titles. A popular program, Long Island's Most Haunted Mansions, had 80 patrons in attendance.
 - The Teen Dept raised \$3,300 for the Southampton Animal Shelter through teen fundraising activities.
 - The Children's Dept hosted the annual pumpkin picking trip, and with support from the Teen Dept is offering a series of Tween programs to afterschool crowds of up to 56 students! The Friends provided \$3,000 towards the cost of the programs.
2. Building repairs and services were reported.
3. The new Central Station and panic buttons are up and running.
4. The security guard was replaced due to problems adhering to required procedures.
5. A book shelf stocked from the Friends Bookstore was placed in the local Laundromat.
6. A new free service from SCLS will send email reminders to patrons with expiring library cards.
7. The East End Library Directors collectively placed an ad with information about library services in the Spanish newspaper, La Voz, to run monthly for one year.
8. Meetings attended were listed.

COMMITTEE REPORTS

1. Bylaws & Policy: No Meeting
2. Buildings & Grounds: No Meeting

3. Finance & Capital Endowment: No Meeting
4. Friends of the Library: Met 10/26. A replacement for the position of Treasurer is pending but likely.
5. Nominations & Personnel: No Meeting.
6. Publicity: No Meeting
7. Strategic Planning: No Meeting

OLD BUSINESS

1. A revised policy regarding unattended children in the library under the age of ten was accepted.
L. Clemensen/A. Wilding, 6/0/0.

NEW BUSINESS

1. The resignation of Sara Fiore, part time librarian, effective 10/25/15, was accepted.
R. Carpenter/A. Wilding, 6/0/0.
2. A Resolution to accept the proposal from David Emilita to perform SEQRA services related to a project to construct a new library on the existing site, on an hourly basis of \$175 in an amount not to exceed \$2,100, was passed. R. Carpenter/A. Wilding, 6/0/0.
3. A motion to amend the Trustee by Laws to allow flexibility in the structure of Board leadership to preserve institutional integrity was adopted. L. Clemensen/A. Wilding, 6/0/0.
4. A proposal from Don Born, for sidewalk repair in the amount of \$3,500 was accepted. A. Wilding/M. O'Keefe, 6/0/0.
5. The appointment of Hilary Rose as Trustee for a three-year term was approved. A. Wilding/L. Clemensen, 6/0/0.
6. The appointment of Anthony Filorimo for a five-year term was approved. M. O'Keefe/L. Clemensen, 6/0/0.

EXECUTIVE SESSION

ADJOURNMENT

The meeting was adjourned at 8:58 pm.

Respectfully submitted by Lars Clemensen.