

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES
March 8, 2016**

I. CALL TO ORDER

President O'Keefe called the meeting to order at 7:03 pm.

Present: R. Carpenter, M. O'Keefe, A. Wilding, H. Rose, A. Filorimo, LaVista.

Absent: G. Daly, D. Zimmerman

II. PLEDGE OF ALLEGIANCE

III. ADOPTION OF THE AGENDA

The agenda was adopted. A. Filorimo/A. Wilding, 5/0/0.

IV. PUBLIC COMMENT

Patrons Margaret Garvey, Sheila Stueve, Christine Anselmo, and Joe Pallister presented objections to the new schedule of exercise classes and prefer no gap in classes.

V. APPROVAL OF MINUTES

The minutes of the February 2nd Regular Meeting were approved. Wilding/Daly 7/0/0

VI. CORRESPONDENCE

Letter from resident Christine Stowe expressing concern regarding the gap in exercise classes.

VII. TREASURER'S REPORT

Approved the Operating Fund schedule of claims dated 3/8/2016 in the amount of \$73,292.27 for check numbers 24738-24813. A. Wilding/R. Carpenter, 5/0/0.

Approved the listed prepaids in the amount of \$26,699.04 for check numbers 24725-24737. A. Filorimo/M. O'Keefe, 5/0/0.

Approved the payroll dated 2/12/2016 in the amount of \$44,493.29 and payroll dated 2/26/2016 in the amount of \$42,718.21. A. Wilding/H. Rose, 5/0/0.

Approved the financial reports for February 2016. R. Carpenter/A. Wilding, 5/0/0.

VIII. DIRECTOR'S REPORT

- Department reports were reviewed and discussed.
- Recent building repairs included a new roof leak over the children's desk. CO2 detectors are now required by law but since the building is pre-existing, the fire marshal said we are not required to hard-wire them, which would be a significant expense.
- Interviews for a new FT teen librarian are in progress.
- The new staff web portal, designed by Rita and Vicky, will be launched on 3/23, Staff Development Day.
- The PR newsletter for the building program was discussed.
- The library will march in the St. Patrick's Parade on Saturday, March 19.
- Staff Development day is on 3/23; the library will be closed. Programs include Stress Reduction, and review of emergency and safety procedures. The fire dept. will demonstrate the use of fire extinguishers.

IX. COMMITTEE REPORTS

Bylaws & Policy-no meeting

Buildings & Grounds – no meeting

Finance & Capital Endowment – Planning for the 2017 budget is underway. The allowed increase per the tax cap is very small; cuts in services needed.

Friends of the Library – met 2/22/16, Regina and Hilary reported that the book store has new volunteers, books are being sold on eBay, and the author's luncheon will be on July 21st.

Nominations & Personnel - no meeting

Publicity – A letter in the SH Press expressed dismay with the proposed referendum in light of the poor state of roads. There is a misunderstanding among the public of funding sources. Strategies to address this will be discussed.

Strategic Planning - no meeting

X. OLD BUSINESS

Job descriptions.

XI. NEW BUSINESS

- Approved the hiring of Sari Goldhaber, part time children's librarian, effective 1/15/2016. R. Carpenter/H. Rose. 5/0/0.
- Approved the hiring of Sydney Blaustein, part time children's page, effective 2/5/16. A. Filorimo/H. Rose, 5/0/0.
- Accepted the resignation of Fernando Mejias, part time children's page, effective 2/12/16. H. Rose/R. Carpenter, 5/0/0.
- Accepted the Resignation of Sydney Blaustein, part time children's page, effective 2/19/16. R. Carpenter/A. Filorimo, 5/0/0.
- Accepted the resignation of Jackie Dunn, Full time teen librarian, effective 2/25/16. A. Filorimo/A. Wilding, 5/0/0.
- Approved the legal notice for the building referendum on June 14, 2016. R. Carpenter/A. Wilding, 5/0/0.
- Approved the Annual State Report. A. Wilding/H. Rose, 5/0/0.
- Approved the Annual Audit as prepared by Baldessari & Coster. A. Wilding/A. Filorimo. 5/0/0.
- The provisional contract for the acquisition of a property adjacent to the library is under review by attorneys.
- There was discussion regarding a special newsletter for the proposed building project.

XII. EXECUTIVE SESSION

No Executive Session was held.

XIII. ADJOURNMENT

The meeting was adjourned at 9:37pm. A. Filorimo/H. Rose 5/0/0.

Respectfully submitted by Anne Wilding, Secretary