

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES
November 1st, 2016**

CALL TO ORDER

President Madeline O'Keefe called the meeting to order at 7:06p.m.

Present: M. O'Keefe, R. Carpenter, G. Daly, H. Rose, A. Wilding, D. Zimmerman and S. LaVista. Absent: A. Filorimo.

Guests: Paul Clinton (Sandpebble)

ADOPTION OF THE AGENDA

The agenda was adopted as amended with addition of discussion of officers for 2017. Zimmerman/ Wilding, 6/0/0.

PUBLIC COMMENT None

APPROVAL OF MINUTES

The minutes of the October 4th regular meeting were approved. Carpenter/Wilding, 6/0/0.

CORRESPONDENCE:

Letter from NYLA re the NYLA Defense Fund, requesting donations.

Cara Billingham requested that the library stop offering yoga, claiming that it is unfair competition.

Henry Mueller, former Trustee, seeking documents with personal information. [Note: no such documents are kept or maintained by the library.]

TREASURER'S REPORT

The Operating Fund schedule of claims dated 11/1/2016 in the amount of \$36,386.24 for check numbers 25475- 25539 was approved. Zimmerman/Daly, 6/0/0.

The listed prepays in the amount \$28,256.78 for check numbers 25453-25474 were approved. Daly/Wilding, 6/0/0.

The payroll dated 10/7/2016 in the amount of \$41,830.91 and payroll dated 10/21/16 in the amount of \$41,934.65 were approved. Daly/Zimmerman, 6/0/0.

The Financial reports for November 2016 were approved. Rose/Daly, 6/0/0.

DIRECTOR'S REPORT

Department reports were accepted. Building maintenance and repairs included carpet cleaning, irrigation system will be shut down this month, HVAC system was serviced, Parking lot maintenance is scheduled, striping completed, Parking lot lights to be repaired.

Susan attended a meeting of the Town Board and spoke about the need for additional teen programming that might be addressed by the Town if the property they currently rent in Hampton Bays is purchased. Information on AED's and NARCAN was presented.

COMMITTEE REPORTS

- Archives Committee – After inspecting boxes on premises, it was determined that only one year can be discarded. The others will be prepared and labeled for storage in the basement and others will be brought in from the storage facility, a little at a time.
- Bylaws & Policy NR
- Building & Grounds: NR
- Finance & Capital endowment NR
- Friends of the Library: Susan presented the wish-list. Items were discussed.
- Nominations & Personnel: Susan has completed and submitted her self-evaluation
- Publicity: NR
- Strategic Planning: Foundation - NR

OLD BUSINESS

Building Plans: Paul Clinton presented a revised plan and preliminary layout for a building renovation instead of new construction.

NEW BUSINESS

The hiring of Stacie Barell, pt. librarian trainee on 9/16/2016, was approved.
Rose/Zimmerman, 6/0/0.

The list of obsolete items to be discarded (per the attached schedule) was approved.
Wilding/Carpenter, 6/0/0.

The Officers for 2017 was set.

David Zimmerman will serve as President for a 2-year term.

Madeline O'Keefe will serve as Vice-president for a 1-year term.

Anne Wilding will remain as secretary for a 1-year term.

Regina Carpenter will remain as Treasurer for a 1-year term.

There was no Executive session.

The Meeting was adjourned at 9:30 p.m.

Respectfully submitted by Anne Wilding.