

**MINUTES OF THE REGULAR MEETING OF THE
HAMPTON BAYS LIBRARY BOARD OF TRUSTEES**

MARCH 7, 2017

President David Zimmerman called the regular meeting to order at 9:05 p.m. following the Public Meeting.

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

Absent: G. Daly

ADOPTION OF THE AGENDA

The agenda was adopted. M. O'Keefe/A. Wilding, 6/0/0.

PUBLIC COMMENT

APPROVAL OF MINUTES

The minutes of the February 7 Regular Meeting were approved.
M. O'Keefe/A. Wilding, 6/0/0.

CORRESPONDENCE & PUBLICITY

None

TREASURER'S REPORT

The Operating Fund schedule of claims dated March 7, 2017 for \$62,865.96 for check numbers 25811-25874 were approved. H. Rose/A. Filorimo, 6/0/0.

The listed prepaids in the amount \$26,212.22 for check numbers 25799-25810 were approved.
R. Carpenter/M. O'Keefe, 6/0/0.

The payroll dated 2/10/2017 for \$45,621.02 and payroll dated 2/24/2017 for \$43,777.89 were approved. A. Wilding/M. O'Keefe, 6/0/0.

The Financial Reports for February 2017 were approved. A. Wilding/D. Zimmerman, 6/0/0.

DIRECTOR'S REPORT

Department reports were noted. A \$5,000 grant received by the YA dept. was discussed. The security service was eliminated; the last date of service was February 26. Susan reported on several patron incidents. A new patron code was put in place to allow Teen library cardholders to be counted as separate from adults. The personnel manual will be updated through a service offered by PayChex HR division. The Seed Library unveiling is set for March 8.

COMMITTEE REPORTS

- Archives Committee: NR
- Bylaws & Policy: NR
- Building & Grounds: NR

- Finance & Capital endowment: NR
- Friends of the Library: Efforts are being made to increase membership with flyers and more visibility in the library.
- Nominations & Personnel: NR
- Publicity: NR
- Strategic Planning - Foundation: NR
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OLD BUSINESS

There was discussion regarding appointed vs elected Boards. Further discussion is needed.

NEW BUSINESS

Personnel:

The hiring of Paul Jurgielwicz, pt. Custodian, effective 1/25/2017 was approved.

A. Filorimo/M. O'Keefe, 6/0/0.

The resignation of Caelin Schult, pt. YA Page, effective 1/14/2017, was accepted.

M. O'Keefe/R. Carpenter, 6/0/0.

It was noted that pt. YA librarian Abby Brithinee is on unpaid maternity leave.

The Annual Report for Public and Association Libraries was accepted. M. O'Keefe/D. Zimmerman, 6/0/0.

The Meeting was adjourned at 10:00 p.m. D. Zimmerman/R. Carpenter.

Respectfully submitted by A. Wilding.