

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

July 11, 2017

President David Zimmerman called the regular meeting to order at 7:01 p.m.

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

ADOPTION OF THE AGENDA

The agenda was adopted. A. Filorimo/H. Rose, 7/0/0.

APPROVAL OF MINUTES

The minutes of the June 6 Regular meeting were approved as corrected.

M. O'Keefe/A. Filorimo 7/0/0.

CORRESPONDENCE

TREASURER'S REPORT

The Operating Fund schedule of claims dated July 11, 2017 for \$49,156.49 for check numbers 26163--26227 was approved. M. O'Keefe/A. Wilding, 7/0/0.

The listed prepays for \$27,390.65 for check numbers 26141-26162 were approved.

R. Carpenter/G. Daly, 7/0/0.

The payroll dated 6/2/2017 for \$41,191.70 and payroll dated 6/16/2017 for \$41,666.82, and payroll dated 6/30/2017 for \$44,606.80 were approved. R. Carpenter/H. Rose, 7/0/0.

The Financial Reports for June 2017 were approved. A. Filorimo/A. Wilding, 7/0/0.

DIRECTOR'S REPORT

Department reports were noted. Meetings attended were noted. Susan reviewed progress on building issues. The Architectural Design Competition was a success. Many residents came to the library to view the entries on display in the library. A new FT Reference Librarian was hired; there are other openings to be filled. The Library may be the recipient of an AED thanks to an Eagle Scout project. Beginning in September, sixth grade students will be invited to attend special after school programs without an accompanying adult. In compliance with the new Paid Family Leave Act, payroll deductions will begin in July. A Stony Brook University Social Work student will do an internship in the library beginning in September. The Budget newsletter will be mailed two weeks before the budget vote. The possibility of changing from a calendar year to a fiscal year budget was discussed.

COMMITTEE REPORTS

- Archives Committee: Susan and Regina have been going through boxes and readying them for storage in the basement. The goal is to move everything out of the off-site storage unit by the end of September.
- Bylaws & Policy: David will review the By-Laws and Policies and will make recommendations for changes

- Building & Grounds: The landscaping needs attention in some areas. A meeting will be scheduled with the landscaper.
- Finance & Capital endowment NR
- Friends of the Library: The tent sale was successful. There are many active new members.
- Nominations & Personnel NR
- Publicity: There was a positive article on Little Free Libraries and a photo of the one in front of HBPL. There were mentions in various media of the Teen Prom Boutique and the upcoming Movies in the Park scheduled for July and August at Good Ground Park. Southampton Town promoted the Teen Video Game Tournament on Facebook.
- Strategic Planning: Small repairs are in progress. Some areas of the carpet need repair. RFP's are needed for larger projects.
- Foundation: Grace provided information from a meeting with Stan Glinka.

OLD BUSINESS

None

NEW BUSINESS

Personnel Actions:

- The hiring of Alexis Schmidt, PT Clerk on 6/5/2017, was approved. M. O'Keefe/R. Carpenter, 7/0/0.
- The hiring of Jamie Shapiro, FT Children's Librarian on 6/19/2017, was approved. H. Rose/A. Filorimo, 7/0/0.
- The resignation of Dennis Sullivan, PT Page on 6/19, was accepted. G. Daly/H. Rose, 7/0/0.
- The resignation of Ray Rodriguez, PT Custodian on 6/21, was accepted. M. O'Keefe/R. Carpenter, 7/0/0.
- The resignation of Frank Martinez, PT Custodian on 6/23, was accepted. A. Wilding/H. Rose, 7/0/0.
- The resignation of Yancy Martinez, PT Custodian on 6/23, was accepted. R. Carpenter/A. Wilding, 7/0/0.
- The change of status of Rita Alfano from FT Reference Librarian to PT Reference Librarian was approved. M. O'Keefe/D. Zimmerman, 7/0/0.

The Meeting was adjourned at 9:44 p.m. R. Carpenter/A. Wilding, 7/0/0.

Respectfully submitted by A. Wilding.