

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

November 7, 2017

President David Zimmerman called the meeting to order at 7:04 p.m.

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

PUBLIC COMMENT

None

A moment of silence was observed to honor the victims of the Texas shootings.

ADOPTION OF THE AGENDA

The agenda was adopted. M. O'Keefe/A. Wilding, 7/0/0.

APPROVAL OF MINUTES

The minutes of the October 3 regular meeting were approved.

A. Wilding/ G. Daly, 4/0/3 (Filorimo, Rose and Zimmerman abstained).

CORRESPONDENCE

There was no correspondence.

TREASURER'S REPORT

The Operating Fund schedule of claims dated November 7, 2017 for \$31,807.71 for check numbers 26504-26572 were approved. A. Wilding/M. O'Keefe, 7/0/0.

The listed prepays for \$45,092.15 for check numbers 26484-26503 and two auto debits were approved. H. Rose/M. O'Keefe, 7/0/0.

The payroll dated 10/6/2017 for \$43,888.93 and payroll dated 10/20/2017 for \$43,834.36 were approved. G. Daly/D./Zimmerman, 7/0/0.

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

DIRECTOR'S REPORT

Department reports were received. Meetings attended were noted.

Susan reported that a patron complained about the policy on sixth graders being required to have parental supervision when visiting the library. Two of the three heating units were installed on the roof. The last one is scheduled to arrive soon. Interviews will be scheduled for replacements for open staff positions. The newsletter will be revised in a slightly larger size to allow space for all programs. The parking lot repairs were completed.

COMMITTEE REPORTS

- Archives Committee: Old records continue to be reviewed.
- Bylaws & Policy: No report.
- Building & Grounds: No report
- Finance & Capital endowment: No report

- Friends of the Library: Funds are available for library needs.
- Nominations & Personnel: No report
- Publicity: Library programs and events were mentioned in several papers and on 27 East.
- Strategic Planning: Meeting to be scheduled in the New Year.
- Foundation: Grace reported that there are no viable candidates at this time.

OLD BUSINESS

None

NEW BUSINESS

Personnel Actions:

- The hiring of Robert Despres, pt. Custodian, on 9/18/2017 was approved.
M. O'Keefe/A. Wilding, 7/0/0.
- The hiring of Marissa Kennedy, pt. YA page, on 10/20/2017 was approved.
M. O'Keefe/H. Rose, 7/0/0.

Other:

- The SCLS 2018 Budget proposal was approved. A. Wilding/ R. Carpenter, 7/0/0.
- The PALS 2018 Budget proposal was approved. H. Rose/G. Daly, 7/0/0.
- The 2018 Livebrary.com budget was reviewed. The increase is \$1,111 and will be billed.

The Meeting was adjourned at 9:14 p.m. A. Wilding/D. Zimmerman, 7/0/0.

Respectfully submitted by A. Wilding.