

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

**July 10, 2018**

President David Zimmerman called the meeting to order at 7:00 p.m.

Present: R. Carpenter, G. Daly, A. Filorimo, M. O’Keefe, H. Rose, B. Skelly, S. LaVista.

**PUBLIC COMMENT** - None

**ADOPTION OF THE AGENDA**

The agenda was adopted. M. O’Keefe/H. Rose, 7/0/0.

**APPROVAL OF MINUTES**

The minutes of the June 5 Regular meeting were approved as corrected. M. O’Keefe/G. Daly, 7/0/0.

**TREASURER’S REPORT**

The Operating Fund schedule of claims dated July 10, 2018 for \$72,933.13 for check numbers 27186-27261 was approved M. O’Keefe/G. Daly, 7/0/0.

The listed prepays for \$37,679.81 for check numbers 27165-27185\_were approved.

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

Payroll dated 6/1/2018 for \$45,363.03 and payroll dated 6/15/2018 for \$46,138.51, and payroll dated 6/29/2018 for \$47,124.14 were approved. G. Daly/H. Rose, 7/0/0.

The financial reports for June 2018 were approved. H. Rose/A. Filorimo, 7/0/0.

**DIRECTOR'S REPORT**

Department reports were received and discussed. Meetings attended were noted.

During Susan’s absence while on vacation, staff handled an incident that involved calling the police appropriately. There were a few glitches with the survey mailing due to a requirement for a special permit for the return envelope. After completing the water test, Roof Services informed me that the cause of the recent leaks in the children’s room were due to a crack in the drainpipe above the ceiling and they provided a proposal to repair/replace it. I learned that we will have a new Social Work Intern starting in September. I met with the candidate, who lives full time in Hampton Bays, is a native Spanish speaker and a regular library user. Staff had an opportunity to meet her and we agree that she is a good fit for our needs. Vicky Urbelis attended the Friends meeting on my behalf while I was away.

**COMMITTEE REPORTS**

- Bylaws & Policy: No report.
- Building & Grounds: – Madeline was pleased with the new plantings after a walk around.
- Capital Endowment: No Report.
- Friends of the Library: Children’s books were donated to the food pantry to distribute to children.

- Nominations & Personnel: No report.
- Publicity: Various programs were publicized in the SH Press and in Newsday.
- Strategic Planning: No report.
- Foundation: No Report.

#### **OLD BUSINESS**

- Community Survey was discussed.
- The Material Selection Policy was adopted. A. Filorimo/M. O'Keefe. 7/0/0.

#### **NEW BUSINESS**

The hiring of Olivia Terry, Children's Clerk, on 6/15/2018 was approved. R. Carpenter/M. O'Keefe. 7/0/0.

The proposal from Roof Services to replace the roof drain for \$3,100 was approved. H. Rose/M. O'Keefe. 7/0/0.

The meeting was adjourned at 9:03 pm. H. Rose /M. O'Keefe. 7/0/0.

Respectfully submitted by H. Rose.