

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

November 6, 2018

President David Zimmerman called the meeting to order at 7:02 p.m.

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

Members of the public: Gayle Lombardi, Ray D'Angelo

ADOPTION OF THE AGENDA

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

PUBLIC COMMENT

Gayle Lombardi voiced her concerns about the library's liability and adequate insurance coverage, as did Ray.

APPROVAL OF MINUTES

The minutes of the October 2 Regular meeting were approved. M. O'Keefe/R. Carpenter, 7/0/0.

The minutes of the November 1 Special meeting of the Personnel Committee were approved.

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

CORRESPONDENCE

None

TREASURER'S REPORT

The Operating Fund schedule of claims dated November 6, 2018 for \$49,069.78 for check numbers 27567-27642 were approved. H. Rose/A. Filorimo, 7/0/0.

The listed prepays for \$102,175.07 for check numbers 27538-27566 were approved.

M. O'Keefe/R. Carpenter, 7/0/0.

Payroll dated 10/5/2018 for \$47,198.18 and payroll dated 10/19/2018 for \$45,623.89 were approved.

G. Daly /M. O'Keefe, 7/0/0.

The financial reports for October 2018 were approved. B. Skelly/M. O'Keefe, 7/0/0.

DIRECTOR'S REPORT

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

The new mandated NYS Anti-Sexual Harassment policy and training are in the works. SCLS provided a coordinated order for an online training platform for any library wishing to participate for this mandate and other staff trainings.

Rita and Vicky Cuccia are applying for a literacy grant from the General Dollar Corp.

I met with Ellen to discuss the overcrowding in the book store/storage area and asked her to work on giving back some space.

There were numerous incidents this month, one of them resulting in a patron being banned for one year after viewing inappropriate images online.

COMMITTEE REPORTS

- Bylaws & Policy: No report.

- Building & Grounds: No report
- Capital Endowment: No report.
- Friends of the Library: Met on 10/22. The Trustee survey results had a number of patrons that expressed interest in working with the Friends.
- Nominations & Personnel: No report.
- Publicity: Several programs were publicized in the SH Press and in Newsday.
- Strategic Planning: The survey will be closed.
- Foundation: No Report.

OLD BUSINESS

- The Community Survey will be closed and results will be compiled. 726 residents participated.
- Susan is working with the Rep from PAYCHEX to finish the policy manual.
- The LED light installation is in progress.

NEW BUSINESS

- The hiring of Nicole San Filippo, pt. Librarian, on 10/16/2018, was approved. M. O'Keefe/A. Filorimo, 7/0/0
- The resignation of Jane Behrens, pt. clerk, on 10/3/2018, was approved. G. Daly/H. Rose, 7/0/0.
- The change of status for Linda Aube from FT to PT effective 10/3/2018 was approved. M. O'Keefe/B. Skelly, 7/0/0.
- The proposed 2019 PALS Budget was approved. R. Carpenter/G. Daly, 7/0/0.
- The proposed 2019 SCLS Budget was approved. D. Zimmerman/G. Daly, 7/0/0.
- The proposed 2019 Live-brary Downloads budget was approved. A. Filorimo/H. Rose, 7/0/0.

Executive Session

The Board moved into Executive Session to discuss the Directors review and contract. D. Zimmerman/H. Rose, 7/0/0

The Board exited Executive Session at 9:27 pm.

The meeting was adjourned at 9:28 pm. D. Zimmerman.

Respectfully submitted by H. Rose.