

**HAMPTON BAYS LIBRARY BOARD OF TRUSTEES**  
**Minutes of the September 1, 2020 regular meeting**

President D. Zimmerman called meeting to order at 7:11 pm

Present: G. Daly, R. Carpenter, H. Rose B. Skelly, T. Filorimo at 7:45, S. LaVista

Absent: Frank Baker

The agenda was adopted. H. Rose/G. Daly 5/0/0

The minutes of the August regular meeting were approved as corrected, G. Daly/H. Rose. 5/0/0.

Correspondence: Two letters were received from patrons expressing their gratitude to the Library staff for doing a great job during the COVID Pandemic. Another patron posted a favorable comment on the Library's Facebook page.

Treasurer's Report

- The listed prepaids for \$49,844.15 for check numbers 29280-29304 were approved. HR/RC 5/0/0.
- The schedule of claims dated 9/1/2020 for check numbers 29305-29341 in the amount of \$23,124.78 was approved. B. Skelly/G. Daly. 5/0/0
- The payrolls were approved as follows: dated 8/7/2020 for \$51,862.55, and payroll dated 8/21/2020 for \$52,471.95. R. Carpenter/H. Rose. 5/0/0
- Financial Reports for August 2020 were approved. H. Rose/G. Daly. 6/0/0

Directors Report:

Department reports were reviewed.

Susan reported that since the Library reopened it's gone very smoothly with a very manageable number of patrons coming in each day. She would like to continue with the current schedule for a while and wait until school resumes to see if a lot of students come as they used to do. A plan will be needed to manage after school students with proper social distancing enforced. Currently Covid cases continue to decline in our area. Susan reported that all but one of the East End libraries are open at some level with varying schedules and services provided. A few libraries elsewhere in the county also remain closed or are only providing curbside service.

All programs are still being offered remotely via Zoom and other platforms and they are reasonably well attended, although some not as well as when offered in person. We are still using the "curbside" app for picking up holds.

Earlier this year through a grant, SCLS purchased a mobile van called the SLED [Suffolk Libraries Empowering Discovery] and it's set up like a mobile classroom but with many more "bells & whistles." Currently, SCLS has been working with the Census people to help promote it and to provide a mobile location that can be dispatched to low count communities including Hampton Bays. The SLED was at HBPL on Wednesday, 9/2 from 10-3. Census trained workers

were present and assisted several patrons with it. Staff took turns outside to provide information about library services to visitors.

Meetings with the East End Directors and Kevin Verbesev continue via Zoom or conference call. Susan attended a webinar titled *Rethinking your space during Covid* that she thought was worthwhile.

Committee Reports: No committees met.

The Friends met informally. Emily reported that the book store continues to be busy under current constraints. The Library themed calendar is selling reasonably well.

Old Business: None.

New Business:

- The hiring of librarian trainee Sheila Kaplowitz as a part-time children's librarian, effective 8/31/2020 was approved. R. Carpenter/B. Skelly 6/0/0.
- The hiring of Debora Giammarco as part time custodian effective 8/28/2020 was approved. H. Rose/R. Carpenter 6/0/0.
- The resignation of part-time page Marissa Kennedy, effective 8/14/ 2020 was accepted. R. Carpenter/B. Skelly 6/0/0
- The resignation of part-time librarian Abby Brithinee, effective 8/29/ 2020 was accepted. A. Filorimo/H. Rose 6/0/0.
- The resignation of part-time page Dom Pensa, effective 8/12 2020 was accepted. H. Rose/B. Skelly 6/0/0.
- The termination of Tim Cherry, effective 8/11/2020 was accepted. A. Filorimo/B. Skelly 6/0/0.
- The proposed Diversity Policy was approved. A. Filorimo/G. Daly 6/0/0

The meeting was adjourned at 9:07 pm. A. Filorimo/H. Rose 6/0/0.