

## **Hampton Bays Public Library**

### **Minutes of October 5, 2021 Regular Meeting**

Present: D. Zimmerman, G. Daly, H. Rose, A. Filorimo, B. Skelly, S. LaVista and F. Baker arriving at 8:00 pm.

Absent: K. Dunn

Guest: Rita Alfano, Vicky Urbelis, E. Gordy, K. Rhode (notary for Capital One Business Account)

The meeting was opened at 7:01 pm by President B. Skelly.

The agenda was adopted with the revision to include action items of painting the railing and 3-D printer. D. Zimmerman/ H. Rose 5/0/0

There was no correspondence, public comment or patron guests present.

The minutes of the July 6, 2021 Regular Board Meeting were approved as presented. D. Zimmerman/ A. Filorimo 5/0/0

#### **Treasurer's Report:**

The schedule of claims dated for 10/5/2021 for check numbers 31000-31047 in the amount of \$42,268.21 was approved with the mention that the check number gap was due to bank change. A. Filorimo/ G. Daly 5/0/0

The listed prepaids in the amount of \$37,492.65 for check numbers 30146-30165 was approved. H. Rose/A. Filorimo 5/0/0

The payroll dated 9/3/2021 for \$53,221.90, and payroll dated 9/17/2021 for \$53,028.51 was approved. A. Filorimo/ G. Daly 5/0/0

The financial reports for October 2021 were approved. H. Rose/D. Zimmerman 5/0/0

#### **Director's Report:**

Susan reported that The Annual Appeal has received \$5,240 and Kathy and Brian Dunn donated \$5,000 which was reported as a grant. Barbara remembers hearing something about an anonymous matching grant and Susan will look into it. There is another pending \$5,000 donation that the donor is having trouble agreeing on how the money should be used. Susan offered the purchase of the 10 laptops along with a charging station that will feature a placard to recognize donors, but has not heard back from the donor yet.

There was an elderly woman who fell at the library, and Susan called a few days after to check in on her, but she did not hear anything back from her. There was also an incident in the parking lot with a young patron falling off their bike. As a result, Dom will paint the speed bumps so that they will be more easily seen.

Susan discussed the proposals for security companies and the staff and Susan unanimously agreed that Lighthouse Security was the best fit for our needs. Rita offered to research and find out other users of Lighthouse to see if they too are happy with their service.

Pine Barrens have been continuously disappointing the library and staff, so Susan has reached out to Searles Graphics. She has reached out to them in the past, and so she went with them, and their prices were comparable to our experience with Pine Barrens, a little less in fact. While they haven't completed a full draft, the samples that were submitted looked great. Susan originally reached out to a few other companies, but with little success so she really feels moving forward with Searles is the way to go.

The library staff continues to try and promote our social work Intern from Stony Brook, as she is not that busy yet.

#### **Committee Reports:**

Bylaws and Policy Committee did not meet.

Buildings and Grounds Committee did not meet but Susan reviewed the proposal from Thermal Solutions and said that she would send them to the board for review.

Finance and Capitol Endowment Committee did not meet.

The Friends of the Library is busy planning for their fall festival. Susan also met with Emily to discuss cleaning out the bookstore, but Emily wanted to wait to do so until after the festival.

Nominations and Personnel Committee did not meet.

Publicity and Social Media Committee did not meet.

Strategic Planning Committee did not meet.

**Old Business/Follow Up Items:**

1. Russian Art Appraisals
2. Book Store Clean Up Moved to Nov/December
3. Barbara reached out to Iced Web Designs and asked for a proposal for a new library website.
4. The library has one 3-D printer and Vicky and Rita have begun building it. However, since this was purchased over six months ago, the board feels this needs to be completed soon.
5. Susan will follow up with Dom about painting the railings.

**New Business:**

The hiring of Angela Johnson, part-time custodian on 9/8/2021 was approved. B. Skelly/ F. Baker 6/0/0

The resignations of Vincent Fatizzo, part time circulation clerk and Grace Cole, part time circulation clerk were approved. D. Zimmerman/ G. Daly 6/0/0

The change of status of Stephen Young from part-time to full-time effective September 1, 2021 was approved.

B. Skelly/ H. Rose 6/0/0

The proposal for a new security system provided by Lighthouse Security was approved. H. Rose/ A. Filorimo 6/0/0

The change in printing companies from Pine Barrens to Searles Graphics was approved. B. Skelly/ A. Filorimo 6/0/0

The next Library Board Meeting will be November 2, 2021 at 7:00 pm.

The meeting was adjourned at 8:58 pm.

Respectfully Submitted by H. Rose