

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

DECEMBER 6th, 2016

EXECUTIVE SESSION

All present. A motion was made to enter Executive Session for the purpose of discussing a personnel matter at 6:45 p.m. Zimmerman/Wilding, 7/0/0.

A motion to exit Executive Session was made at 7:00p.m. Daly/Carpenter, 7/0/0.

CALL TO ORDER

President Madeline O'Keefe called the regular meeting to order at 7:05p.m.

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

Guest: Victor Canseco

ADOPTION OF THE AGENDA

Zimmerman/ Wilding, 7/0/0.

Victor Canseco made a presentation to the Board regarding the Board's interest in pursuing a new referendum for a renovation of the library. Discussion followed.

PUBLIC COMMENT None

APPROVAL OF MINUTES

The minutes of the November 1st regular meeting were approved. Wilding/Rose, 7/0/0.

CORRESPONDENCE & PUBLICITY

The new "Little Free Library" received a letter of praise.

An article in Newsday about healthy living and exercise classes, including yoga with a quote from a local yoga studio owner that competition from other studios hasn't hurt her business.

TREASURER'S REPORT

The Operating Fund schedule of claims dated 12/6/2016 in the amount of \$38,272.11 for check numbers 25556-25620. Zimmerman/Wilding, 7/0/0.

The listed prepays in the amount of \$21,824.95 for check numbers 25540-25555 were approved. Daly/Wilding, 7/0/0.

The payroll dated 11/4/2016 in the amount of \$43,730.04 and payroll dated 11/18/2016 in the amount of \$41,611.50 were approved. Rose/Daly, 7/0/0.

The Financial reports for December 2016 were approved. Daly/ Rose, 7/0/0.

DIRECTOR'S REPORT

Department reports were accepted. Susan reviewed the budgeting process for the departments and explained different aspects of it. Building maintenance and repairs included parking lot drain

cleaning and replacing the collar of two drains. A new seed library will be established in the library through ECI, a local non-profit. A new custodian/B&G manager has been hired.

COMMITTEE REPORTS

- Archives Committee – Records discarded in accordance with the M-1 Record Retention Schedule will be shredded.
- Bylaws & Policy NR
- Building & Grounds: NR
- Finance & Capital endowment NR
- Friends of the Library: Meeting cancelled.
- Nominations & Personnel: Susan was offered a new 5-year contract.
- Publicity: NR
- Strategic Planning - Foundation: A Board must be established; formed of people who are interested in the library, are able to make a contribution, and have connections with or the ability to solicit potential donors.

OLD BUSINESS

Building Plans – presentation by Victor Canseco.

NEW BUSINESS

A motion was made to approve a referendum for \$9,877,000 for a full renovation of the existing building and the acquisition of the adjacent property and house. Filorimo/Daly, 6/1/0. In favor: Carpenter, Daly, Filorimo O'Keefe, Rose, Zimmerman. Against: Wilding.

A resolution to adopt a Negative Declaration in regards to the building renovation proposal was approved. Wilding/Carpenter, 7/0/0.

The SCLS 2017 Operating Budget proposal was approved. Carpenter/Wilding, 7/0/0.

Hampton Bays portion of the SCLS 2017 budget for Live-brary, the electronic downloads, will increase by over \$5,000 due to a significant increase in local usage.

The Meeting was adjourned at 9:45 p.m. Daly/Rose.

Respectfully submitted by Anne Wilding.