

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

April 4, 2017

President David Zimmerman called the regular meeting to order at 7:07 p.m.

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

ADOPTION OF THE AGENDA

The agenda was adopted. M. O'Keefe/A. Wilding, 7/0/0.

PUBLIC COMMENT - None

APPROVAL OF MINUTES

The minutes of the March 7 Regular Meeting were approved. A. Filorimo/R. Carpenter, 7/0/0

The minutes of the March 15 Special Meeting were approved. M. O'Keefe/A. Wilding, 7/0/0.

CORRESPONDENCE & PUBLICITY

A letter was received from a grateful patron who expressed thanks for research assistance.

TREASURER'S REPORT

The Operating Fund schedule of claims dated April 4, 2017 for \$37,924.93 for check numbers 25896-25964 were approved. M. O'Keefe/H. Rose, 7/0/0.

The listed prepays in the amount \$47,752.94 for check numbers 25875-25895 were approved. A. Wilding/M. O'Keefe, 7/0/0.

The payroll dated 3/10/2017 for \$45,768.93 and payroll dated 3/24/2017 for \$44,866.72 were approved. R. Carpenter/D. Zimmerman, 7/0/0

The Financial Reports for March 2017 were approved. A. Filorimo/A. Wilding, 7/0/0.

DIRECTOR'S REPORT

Department reports were noted. The Head of the Children's Department is resigning. The Seed Library opening was well attended, and it has proven to be very popular. A new leak was discovered in the Teen department. Project Pause, a grant funded program, will be hosted in the lobby for a day. Results will be incorporated into a creative music/dance program. The 2016 audit will be finalized after the bond vote. Proposals for upgrading the Low-Vision Center were presented. Security Guard services are terminated. Susan attended a CPR course with other staff. A staff workshop will be scheduled. Website support will be shifted to a new administrator.

COMMITTEE REPORTS

- Archives Committee: NR
- Bylaws & Policy: NR
- Building & Grounds: NR

- Finance & Capital endowment: NR
- Friends of the Library: A tent sale is scheduled for May. There will be no Authors' Luncheon this summer. Teen volunteers are assisting in the Friends Book Store.
- Nominations & Personnel: NR
- Publicity: NR
- Strategic Planning - Foundation: NR
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OLD BUSINESS

Old equipment and furniture were removed from the basement. Material in the storage unit will be sorted in the near future.

NEW BUSINESS

Personnel:

The hiring of Zachary Flynn, YA Page, effective 3/1//2017, was approved.

R. Carpenter/H. Rose, 7/0/0.

The resignation of Tom Casper, pt. YA Librarian, effective 3/102017, was accepted.

A. Wilding/M. O'Keefe, 7/0/0.

The resignation of Arianne DePhillips, pt. JUV clerk, effective 3/31/2017, was accepted.

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

The resignation of Danielle Kozikowski, Head of Children's Services, effective 4/12/2017, was accepted. A. Wilding/R. Carpenter, 7/0/0

The draft budget for 2018 was presented and discussed. Susan will make revisions pending new information.

The Meeting was adjourned at 9:00 p.m. A. Wilding/R. Carpenter.

Respectfully submitted by A. Wilding.