

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

**February 5, 2019**

President David Zimmerman called the meeting to order at 7:00 p.m.

Present: A. Filorimo, M. O'Keefe, R. Carpenter, S. LaVista.

Absent: B. Skelly, G. Daly, H. Rose

**ADOPTION OF THE AGENDA**

The agenda was adopted. A. Filorimo/D. Zimmerman, 4/0/0.

**PUBLIC COMMENT**

Brenda Bernston expressed concerns regarding the library's newspaper archives and recommended that they should be moved to a secure area. She additionally suggested that they should be scanned and saved in a digital format.

**APPROVAL OF MINUTES**

The minutes of the January 8 Annual Organization meeting as amended. R. Carpenter/A. Filorimo, 4/0/0.

The minutes of the January 8 Regular meeting were approved. M. O'Keefe/R. Carpenter, 4/0/0.

The minutes of the January 23 Strategic Planning Committee were approved. M. O'Keefe/R. Carpenter, 4/0/0.

The minutes of the January 28 Strategic Planning Committee were approved as amended. R. Carpenter/M. O'Keefe, 4/0/0.

**CORRESPONDENCE**

None

**TREASURER'S REPORT**

The Operating Fund schedule of claims dated February 5, 2019 for \$40,297.42 for check numbers 27841-27902 were approved. R. Carpenter/A. Filorimo, 4/0/0.

The listed prepays for \$25,420.34 for check numbers 27822-27840 were approved.

M. O'Keefe/R. Carpenter, 4/0/0.

The payroll dated 1/11/2019 for \$46,363.98 and payroll dated 1/25/2019 for \$53,711.73 were approved.

M. O'Keefe/R. Carpenter, 4/0/0.

The financial reports for year ending December 2018 and January 2019 were approved.

M. O'Keefe/D. Zimmerman, 4/0/0.

**DIRECTOR'S REPORT**

Department reports were received and discussed.

A new display case in the lobby, was donated by Planet Fitness in Hampton Bays, and is being used to feature Dementia and Alzheimer's information and resources.

Susan and two other staff are going to Albany for Advocacy Day on February 6.

Susan reported that the year-to-date East Quogue membership has exceeded last year's numbers! The St. Patrick's Day Parade is on March 23 and Children's Dept. staff will march with families and children. Training for the new online Museum Pass Registration is in progress and will go live by March 1. The library's internet speed was upgraded and patrons in all departments, especially the teens, report a big improvement in speed. The library was closed for most of the day on Tuesday, January 22 due to a frozen pipe outside the building.

### **COMMITTEE REPORTS**

- Bylaws & Policy:
- Building & Grounds:
- Capital Endowment:
- Friends of the Library: Sandy has retired and a new Board is in place.
- Nominations & Personnel:
- Publicity: Programs were mentioned in the SH Press.
- Strategic Planning: Met 1/23 and 1/28 to begin writing a new Long Range Plan for the Library based on community feedback from last summer's Community Survey. New meetings to be scheduled in February.
- Foundation:

### **OLD BUSINESS**

- The LED light installation is still ongoing. The last step is pending approval from the Fire Marshall regarding the number and type of emergency lights needed.

### **NEW BUSINESS**

- The Board reviewed landscape expenditures for 2018 and agreed that everything was within the budget or an approved additional service.
- The hiring of David Belmont, pt. IT technician, on 1/5/2019, was approved. H. Rose/S. Filorimo, 4/0/0
- The termination of Dennis Sullivan, pt. Page, on 12/29/2018, was approved. M. O'Keefe/R. Carpenter, 4/0/0.
- The added status of part-time clerk for Emily Eiseman on 1/18/2019 was approved. R. Carpenter/A. Filorimo, 4/0/0.
- The Board adopted a resolution to approve the 2019 budget, which overrides the tax cap.
- The Board adopted a resolution to enact the 2019 budget, which overrides the tax cap.

Note: On June 5, 2018, the Board of Trustees adopted the proposed 2019 operating budget, to be presented to the voters on August 14, 2018. At that time, the Library Board of Trustees acted in good faith that the proposed 2019 budget complied with the tax cap based on information on the NYS Tax Cap portal as of that date.

The meeting was adjourned at 9:03 pm. D. Zimmerman.

Respectfully submitted by M. O'Keefe.