

The Hampton Library in Bridgehampton
Minutes of the January 21, 2015 Regular Meeting

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

January 21, 2015

MINUTES

Present: Bruce M. Kaplan, Louise Collins, Jackie Poole, Harvey Loomis, Sandra Ferguson, Tom House, Mary Lee, Matthew Rojano, John Vendetti and Director Kelly Ann Harris.

President Bruce Kaplan called the meeting to order at 4:07.

Louise Collins moved, Mary Lee seconded and the Board voted unanimously to approve the proposed agenda dated January 21, 2015.

Tom House moved, Mary Lee seconded and the Board voted unanimously to approve the Minutes of the December 17, 2014 meeting of the Board of Trustees.

There being no members of the public present, the Director announced that 2014 Annual Appeal donations have risen to \$58,580.00 with 180 donors. Although there were slightly fewer donors, the donations are substantially more than last year's and, in fact, the figure is a record high. A \$5000 grant from the Ovarian Cancer Research Fund has been donated again this year; part of the money will be used to enlarge the Library's collection of research material about cancer in general. This led to a discussion of the Director's hope to add activities such as tai chi, yoga, meditation and Pilates to the Library's public programs.

The Director reported that the new staff members, Paul Zukowski and Stacey Cagno-Schlib, are fitting well into the Library routine. Paul, now the Reference Librarian, will take over adult programming from Amy Wahl this summer; Stacey, a part-timer, will be in charge of up-dating the calendar among other chores. Amy is now co-chair of the Youth Services department.

The shabby cocoa mat in the Library's front entrance has been replaced with an attractive dark brown mat. The work of sizing, cutting and laying down the mat was done by Paul Zukowski, who is proving to be a multi-talented addition to the staff.

The Director thanked the Board for the annual staff dinner, which was held on January 16th, here in the library this year instead of a restaurant, to make it easier for the staff members to mingle and get to know one another. It was a success.

The Town Building Committee has OK'd the HVAC plans; all that remains now is to secure the building permit and go to bid.

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In connection with the Library's Long Range Planning program there was a lengthy discussion of possible ways to increase the amount of shelf space in the building – a problem that faces every library regardless of its size. One possibility, according to the Director, might be to move the Young Adult program upstairs.

The Director was pleased to announce that after a meeting with Town Supervisor Anna Throne-Holst, Assemblyman Fred Thiele and representatives from Senator LaValle's office, she is cautiously optimistic that a lighted, in-the-ground crosswalk will be installed on Bridgehampton Main Street in front of the Library by Memorial Day at the end of May.

Harvey Loomis moved, John Vendetti seconded and the Board of Trustees voted unanimously to accept the Director's report and Departmental Reports for the period of December 1, 2014 through December 31, 2014.

Mary Lee moved, John Vendetti seconded and the Board unanimously approved the following financial transactions:

A. DISBURSEMENTS

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 12-17-14 to 12-19-14 numbered 12603-12620 in the amount of \$17005.81.
- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 01/14/15 numbered 12621-12649 in the amount of \$15306.67.

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 11/26/2014 – 12/09/2014 in the gross amount: in the amount of \$16990.53 and 12/10/2014 – 12/23/2014 in the amount of \$17032.82.

C. FINANCIAL REPORTS

- a. Resolved that the Board of Trustees of the Hampton Library accepts the Operating Financial Reports prepared by Danielle Menchise, the Library's Administrative Assistant, for the period 12/01/14-12/31/14.

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OPERATIONAL RESOLUTIONS

Louise Collins moved, Mary Lee seconded and the Board of Trustees voted unanimously to recall the following resolutions dated July 16, 2014 and August 27, 2014 to remove the language provisionally authorizing exceeding the tax cap for the 2015 budget.

Sandra Ferguson moved, Mary Lee seconded and the Board of Trustees voted unanimously to resolve that the Board of Trustees of the Hampton Library appoint Kelly A. Harris, Director; James Vandermade, Investment Manager; Bruce Kaplan, President and Jackie Poole, Treasurer as authorized signatories with full trading authority on The Hampton Library's Fidelity account.

Tom House moved Louise Collins seconded, and the Board of Trustees of the Hampton Library unanimously voted to remove Elizabeth Whelan Kotz and Sarah Jaffe Turnbull as authorized signatories on the Hampton Library's Fidelity account.

Louise Collins moved, John Vendetti seconded and the Board of Trustees voted unanimously to approve hotel and travel fees not to exceed \$250.00 for Director Kelly A. Harris to attend NYLA's Library Day programs in Albany on Tuesday, February 24 and Wednesday, February 25.

Jackie Poole moved, Tom House seconded and the Board of Trustees unanimously agreed to adjourn the meeting at 4:45pm.

Respectfully submitted,
Harvey Loomis, Secretary