

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

June 17, 2015

MINUTES

President Bruce Kaplan called the meeting to order at 3:40pm

Present: Bruce Kaplan, Louise Collins, Jackie Poole, Sandy Ferguson, John Vendetti, Tom House

Absent: Harvey Loomis, Mary Lee, Matthew Rojano

Sandy Ferguson moved, John Vendetti seconded, and the Board voted unanimously to approve the proposed agenda dated June 17th, 2015

Louise Collins moved, Sandy Ferguson seconded, and the Board voted unanimously to approve the minutes dated May 20th, 2015

There were no announcements or correspondence.

Anne Marshall and Cathie Gandel, co-presidents of the Friends of the Hampton Library, were present to give an update about the activities of the Friends in the past year. Cathie reported that 4 new members had joined. The price of the Fridays at Five tickets has increased this year to \$20 per talk or \$80 for a series of 5. Cathie also said that the Presbyterian Church has kindly offered to let the patrons of the Fridays at Five use their parking lot between 4 and 7 o'clock.

Anne discussed the annual Friends cocktail party which will take place this year on Saturday, July 18th from 6-8. The chair is Guy Tudisco. Raffle tickets are \$5 or 6 for \$25 and will be sold at the library on Saturdays and at Fridays at Five prior to the party. We also discussed about a rain location for the party and agreed that the party could be moved to the library in the event of inclement weather. If the party moved to the library, the library would have to close about 3 o'clock to prepare for the party.

Anne and Cathie also discussed that they would like to have better communication with the Board and said any board members were welcome to attend their meeting which are held every 4th Tuesday at 1:30 pm in the library. Several suggestions were made by board members regarding fund raising ideas which the Friends said they would take back to their meeting to discuss. We also discussed looking at notes from other Friends groups to see how they may operate differently. Some groups charge membership fees or sell books. The Director said she is finishing up the paperwork for the nonprofit status of the Friends and has spoken to Greg Ferraris.

The Director reported that staff member, Joey Jenkins, has a baby girl, and the staff pitched in for a gift. CPR and AED training will be completed by almost all staff members. The Director put out a small fire started by a cigarette on the neighbor's fence. The Director has spoken to

The Hampton Library in Bridgehampton
Minutes of the June 17, 2015 Regular Meeting

Grant Donnelly of BNB Ventures/Flag Luxury Group about the problem of garbage in the parking lot next door. He indicated that it would be remediated.

Maintenance has been done on the library gardens, and we have received many positive comments about eh the front gardens and signs. Giftworks, our donor database program, has been bought by Frontstream and the price has increased from \$400/ year to \$1400/ year. The Director is price shopping, but most services have changed to monthly service fees. The Director reported that several new staff members have been hired for the summer, including a nursing student who can cover evenings and some high school students.

Louise Collins moved, John Vendetti seconded, and the board voted unanimously to approve the Director's reports and the Departmental reports for the period May 1, 2015 through May 31, 2015.

In unfinished business, the HVAC building permit was approved. The plumbing permit application will be presented at the next Town Board meeting. They will start the non-plumbing work next week.

In new business, the Director had been researching having the ability to offer fingerprinting services through the library, but has decided to table it for now due to the excessive requirements needed.

Pierre's caused an overflow of the septic tank last Sunday morning, June 14th. Geri Bauer reported that she saw sewage in the library backyard Sunday morning. The police report was at 4 pm. She also reported it to the Department of Health, as did the Director. Two cesspools covers were overflowing. Monday is rained very heavily and removed all evidence of the overflow so there were no issues with odor. The Director called Pierre, and he stated he had the septic tank pumped on Friday, June 12th. He had called Shenck and had them come and pump again on Tuesday, June 16th. Tomorrow, Shenck is returning to treat the system with enzymes which apparently hadn't been happening on a regular basis. The Fire Marshall was here today as was the Department of Health which counted the seats at the restaurant. Pierre has the correct number of seats, but has been approved for increased seats in the past year or so.

A memorandum from Tom Volz was reviewed regarding the easement agreement with Pierre's. It suggested that the Board consider hiring a sanitary engineer to determine the sanitary flow generated by Pierre's septic system. A discussion was held regarding how to proceed for here. Bruce Kaplan suggested hiring sanitary engineers to evaluate the system and see if Pierre is violating the agreement with the library regarding the amount of flow allowed daily on the system. A review of how the easement agreement was made with Pierre's and the cost of him putting his own system in was discussed. Bruce Kaplan made a resolution, seconded by John Vendetti to have sanitary engineers come to evaluate the system. This resolution was tabled.

The Hampton Library in Bridgehampton
Minutes of the June 17, 2015 Regular Meeting

Jackie Poole moved, Tom House seconded, and the Board voted unanimously to approve the following financial matters:

A. Disbursements

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 5/20/2015 numbered 12837-12842 in the amount of \$864.33.
- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 6/11/2015 numbered 12843-12884 in the amount of \$23359.47.

B. Payroll

- a. Resolved that the Board of Trustees of the Hampton Library approve[d] the payroll for the periods of 4/15/2015-4/28/2015 in the amount of \$21887.36 and 4/29/2015-5/12/2015 in the amount of \$21829.78 and 05/13/2015-05/26/2015 in the amount of \$22016.65.

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 business manager, for the period of 04/01/2015-04/30/2015.

Sandy Ferguson moved, John Vendetti seconded, and the Board unanimously approved the resolution to use the Hampton Library as the rain location for the Friends Annual Cocktail Party.

Jackie Poole moved, John Vendetti seconded, and the Board voted unanimously to adjourn the meeting at 5:27pm.

Respectfully submitted, Louise Collins, Vice President