

# MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

August 19, 2015

## MINUTES

Vice-President Louise Collins called the meeting to order at 10:07 am

Present: Louise Collins, Jackie Poole, Sandy Ferguson, Tom House, Harvey Loomis, Mary Lee, Matthew Rojano

Absent: Bruce Kaplan, John Vendetti

Guest: Sean Lanza of D&F Mechanical, manager of the Library's HVAC remediation project now underway.

Harvey Loomis moved, Sandra Ferguson seconded, and the Board voted unanimously to approve the proposed agenda dated August 19th, 2015.

Sandra Ferguson moved, Jackie Poole seconded and the Board voted unanimously to approve the minutes of the July 15<sup>th</sup> regular meeting.

The Director asked Sean Lanza to report on the HVAC work now going on in the Library's back yard. He explained that the digging for the footings of the new building to house the cooling tower and other components of the project had been accomplished yesterday morning, and that today the cement footings are being poured as we speak. (The huge cement truck had passed from right to left along the back of the yard just after the meeting began.) He also informed us that in the course of digging yesterday he had noted that very near the surface they had encountered clay, instead of dirt, which, he noted, might very well be part of the problem with Pierre's septic system, since clay, as opposed to sand or dirt, does not absorb the liquid septic waste, thus reducing the effectiveness of the system. Sean said that the appropriate inspector has been contacted and will visit the site next week.

The Director announced that the Library has received a donation of \$200.50 from Marty Fritz's grandchildren, Cara and Ellie, who had earned the money at a tag sale. They would like the Library to buy books for tweens (8-12 years old) and young adults (12-18).

The Library's website is being updated to reflect various changes in the arrangements of staff and programs. The updating will be completed by the end of August; the site will to all intents and purposes look very much the same as before.

The LGBT Center of the Hamptons has offered the Library the opportunity to be designated as a "Safe Space" – that is, a place where the staff has been trained to ensure that lesbian, gay, bisexual and transgender people will be welcomed and made to feel at home in the Library, and that other patrons will be made aware of our commitment to making the Library a Safe Place. The director believes we would be the first library in the area to be so designated, and she hopes it would encourage other libraries in the area to do likewise.

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The inevitable discussion about Pierre's septic system ensued, introduced by the Director's report that while no further septic overflows have been reported since July 11, the matter is still very much on the boil. Pierre has still not met our request for full disclosure about his septic system that the Library asked for in a letter from our lawyer, Michael Vigliotta; but the Library has received a letter from Quackenbush Cesspools Inc. declaring that Quackenbush began servicing the system on July 22 and has been doing so one or two times a week since then and that the system "is in working order." There have also been a suggestion from Pierre that he dig two additional 'overflow' septic pits on Library property to ensure that his system will not overflow. It is doubtful that there is enough room for them on Library property even if the Library were to accept such a proposition.

The Director suggested that since the Library is not getting sufficient information from Pierre's about his septic system, the Library should have Michael Vigliotta to send a final letter informing Pierre that we are exploring our legal options and to contact the Suffolk County Health Department to inquire about inspection of the part of Pierre's septic system that is on the Library's property. The suggestion was positively received by the Board members present.

The Director noted that Mary Lee, who is moving from the area, would remain a Board member until the year-end of 2015, by which time a replacement would have to be elected. She also noted that Board member Harvey Loomis is up for reelection.

The Library's book circulation figures are down, according to the Director, which seems to be the case throughout the Library world; but support of the Hampton Library is on the rise, as patrons take advantage of other programs and services offered by the Library.

The Bridgehampton Union Free School District has requested that the Library be chosen as designated media site should a situation arise in an emergency when the Bridgehampton School for some reason cannot be used as such. The Board approved to request and so voted (below).

The Director announced that she will be on vacation in Hawaii from Thursday October 22 until Saturday October 31, 2015.

At 11:18 am, Matthew Rojano moved, Jackie Poole seconded and the board voted unanimously to enter executive session for personnel matters. At 11:30 am the regular meeting resumed.

Mary Lee moved, Harvey Loomis 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 07/15/15 to 08/11/15 numbered 12926-12937 in the amount of \$6991.52.
- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 08/12/15, numbered 12938-12983 in the amount of \$41,648.84.

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**B. Payroll**

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 06/24/2015 – 07/07/2015 in the amount of \$23,569.40 and 07/08/2015 – 07/21/2015 in the amount of \$24,426.96.

**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 7/01/15-7/31/15.

**OPERATIONAL RESOLUTIONS**

A. Mary Lee moved, Jackie Poole seconded The Board of Trustees unanimously rescinds the following resolution passed on July 15, 2015: WHEREAS, General Municipal Law (GML) §3-c establishes a tax levy limit for all budgets approved by libraries that may require school districts to levy a tax on their behalf; and WHEREAS, the Hampton Library's budget is governed by GML §3-c; and WHEREAS, GML §3-c authorizes the Hampton Library Board of Trustees to exceed the tax levy limit by a resolution approved by a vote of sixty (60%) percent of the qualified Trustees; and WHEREAS, the Hampton Library's budget will result in a tax levy which exceeds the tax levy limit; NOW THEREFORE BE IT RESOLVED that the Board of Trustees of the Hampton Library expressly permit the Library budget to exceed the tax levy limit set forth in GML §3-c; and BE IT FURTHER RESOLVED that the Board of Trustees of the Hampton Library adopts the proposed 2016 budget in the amount of 1,664,900.00, with the requisite portion thereof to be raised by a levy of a tax upon the taxable property within the Bridgehampton Union Free School District and the Sagaponack Common School District boundaries, subject to voter approval.

B. Mary Lee moved, Jackie Poole seconded WHEREAS, General Municipal Law (GML) §3-c establishes a tax levy limit for all budgets approved by libraries that may require school districts to levy a tax on their behalf; and WHEREAS, the Hampton Library's budget is governed by GML §3-c; and WHEREAS, GML §3-c authorizes the Hampton Library Board of Trustees to exceed the tax levy limit by a resolution approved by a vote of sixty (60%) percent of the qualified Trustees; and WHEREAS, the Hampton Library's budget will result in a tax levy which exceeds the tax levy limit; NOW THEREFORE BE IT RESOLVED that the Board of Trustees of the Hampton Library expressly permit the Library budget to exceed the tax levy limit set forth in GML §3-c; and BE IT FURTHER RESOLVED that the Board of Trustees of the Hampton Library unanimously adopts the proposed 2016 budget in the amount of 1,635,700.00, with the requisite portion thereof to be raised by a levy of a tax upon the taxable property within the Bridgehampton Union Free School District and the Sagaponack Common School District boundaries, subject to voter approval.

C. Matthew Rojano moved, Sandra Ferguson seconded and the Board of Trustees of the Hampton Library voted unanimously to approve allowing the Bridgehampton Union Free School District to use the Library as a designated media site as part of the school's Safety Plan.

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D. Sandra Ferguson moved, Jackie Poole seconded and the Board of Trustees of the Hampton Library voted unanimously to approve closing the Library Friday, November 6 from 9:30am-2:00pm to allow for Safe Space Training and Cleanup of work space.

Jackie Poole moved, Matthew Rojano seconded and the Board of Trustees of the Hampton Library resolved unanimously to adjourn the meeting at 11:38 am

Respectfully submitted,  
Harvey Loomis, Secretary