

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

**FEBRUARY 17, 2016 at 3:30pm
(Following a brief Construction Meeting)**

MINUTES

Present: Bruce Kaplan, Louise Collins, Matthew Rojano, Sandra Ferguson, Harvey Loomis, John Vendetti, Jackie Poole.

Absent: Tom House

Guest: Anne Marshall, co-president of the Friends of the Library

President Kaplan called the meeting to order at 3:51 pm.

He introduced Anne Marshall to the Board, and she reported that the Friends have already lined up six of the eight authors to speak at the Friday at Five gatherings of next summer:

Samantha Bruce-Benjamin
Michael Shnayerson
Roger Rosenblatt
Richard Reeves
Stephen Gaines
Carl Safina

Ms. Marshall also announced that the annual Friends' fund-raising cocktail party is scheduled for July 16; the site of the party, however, is uncertain, and suggestions from Board members are encouraged. Asked if she had questions of the Board, Ms. Marshall inquired how decisions are made of what use to put the Friends' funds. The Director responded that she talks to each department head for suggestions and then presents her decisions to the Board for approval. Finally, Ms. Marshall reiterated the request that Board members make an effort to attend the Friends' meetings from time to time.

The Director announced that the 2015 Annual Appeal donations as of 2/11/16 amount to \$72,315, with 177 donors – 13 fewer donors, \$11,565 more. She mentioned a donation of \$125 from Randy Parsons as a 'thank-you' for his use of the Program Room for showing a movie.

Forty-five DVDs from last November's Hamptons Take Two Documentary Film Festival have been given to the Library, and will be ready for circulation when the necessary paper work and labeling has been completed.

The Director has received a resignation letter from former Board Member Mary Lee, who has moved from Bridgehampton to Princeton New Jersey. There followed a preliminary discussion

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of how and when her seat on the Board should be filled, but since it is not a pressing matter, no decisions were taken.

The Director was pleased to say that the new water fountains have been installed – two downstairs and one on the first floor -- and that she was considering offering water bottles with the Library's logo for sale to Library patrons; various Board members agreed and the question of whether the bottles should be glass or metal was discussed at some length.

The Director mentioned the recent snowfall and the subsequent plowing that had piled snow into the lighted crosswalk entrances making them impassable to pedestrians; she and Joseph shoveled them clear. There was a discussion about whose responsibility it is to clear those piles – the town highway department or the state – but it seems likely that if there is another snowstorm the Library personnel will end up doing the shoveling.

Two other incidents were mentioned in connection with the snowstorm of which the Director was rightfully proud: a student who with her mother regularly uses the library to do her homework was stranded when the Library's Wifi went down; the Director gave her one of the Library's laptop computers and suggested she go to Starbuck's next door to finish her work. The mother and her teen were very grateful and appreciative of the gesture. The *next* day, on February 5, the day after the storm, the Hampton Library was the only Suffolk County library to stay open for its regularly scheduled hours. The Director spoke with President Kaplan that morning and they agreed that the Library would best serve the community by staying open all day (several other libraries opened but were closed by 1 p.m.) The Director praised Josh, Paul and Stacey for holding the fort with her that day.

Our generous contributor and neighbor Geri Bauer has complained about the service company that pumps Pierre's out the holding tanks on HL property – apparently the hoses have broken down the fence that separates the Library from a private driveway and that is situated in her direct view. Various suggestions for fixing the situation were proposed, and the Director agreed to have the fence repaired and strengthened.

Two new Apprentices from the Hayground School, Liam and Kaylie, have volunteered to work in the Library. They started in the Business Office and will work in other departments over the next few weeks.

Louise Collins moved, Harvey Loomis seconded and the Board voted unanimously to accept the Director's Report and Departmental Reports for the period January 1 through January 31, 2016.

At 5:25 p.m. Jackie Poole moved, Sandra Ferguson seconded and the Board voted unanimously to enter executive session for personnel matters. The regular meeting resumed at 5:29.

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Louise Collins 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 1-20-16 to 01-29-16 numbered 13228-13233 in the amount of \$3857.22.
- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 02-10-16 numbered 13234-13272 in the amount of \$35790.23.

B. PAYROLL

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 12/23/2015 – 01/05/2016 in the amount of \$24220.90 and 01/06/2016 – 01/19/2016 in the amount of \$24822.88.

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 01/01/16-01/31/16.

OPERATIONAL RESOLUTION

Louise Collins moved, Sandra Ferguson seconded and the Board voted unanimously to approve Director Kelly A. Harris attending the Library Advocacy and Professional Development Day in Albany, NY, and the expenses accrued (hotel, transportation, and food) not to exceed \$400.00.

Jackie Poole moved, Harvey Loomis seconded and the Board voted unanimously to adjourn the meeting at 5:45 p.m.

Respectfully submitted,
Harvey Loomis, Secretary