

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

APRIL 20, 2016 AT 3:30PM

MINUTES

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

Absent: Matthew Rojano, Tom House

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

Louise Collins moved, John Vendetti seconded, and the Board unanimously to approve the agenda.

John Vendetti moved, Louise Collins seconded, and the Board unanimously approve the minutes from the March 16, 2016 meeting.

The Director announced that the annual Budding Authors event was staged on Friday April 22 at one o'clock, and was a success.

The metal water bottles for the Summer Reading Club are in house, ready to be distributed to all children who sign up for summer reading. The glass water bottles are also available and can be bought at the front desk for \$12. Both of these bottle types are designed to be conveniently filled at the Library's two new very expensive water fountains.

The Director has been working on the operating budget for 2017, and feels that with a low tax cap at \$0.12% that might be lowered even more it is going to be a challenge to meet the tax cap for 2017, especially since the State of New York has decreed that the minimum wage must be raised to \$15 per hour by 2021. Since the minimum wage for the Library staff is now \$10 per hour, it is likely that we will have to cut the staff at some point – perhaps by reducing the number of clerks on Sunday clerks from two to one.

The “no fines’ policy that the Library adopted last month has, not surprisingly, received much positive attention, both in the press and among our patrons. It is still early times, but the venture looks to be a success. Some patrons have voiced a feeling of guilt to not be paying fines for late returns, and so the circulation desk has been adorned with a transparent plastic container labeled “Guilt Box” into which such patrons can put money to assuage those guilty feelings – it is conceivable that the box will garner more money than the normal fines. Not all fines have been abolished: we are still charging fines for Museum Passes at the rate of \$10 per day.

The Director spoke enthusiastically about the annual egg hunt: 360 kids hunted down some 3000 (plastic) candy-filled eggs scattered across the back yard. Stacey Cagno-Schilb was an admirable Peter Rabbit. Sandra Ferguson suggested that next year something along with candy might be

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put into the eggs – something to do with the Library, such as a sticker or a fortune cookie message. Since the older kids tend to snatch almost all of the Easter eggs, it was suggested that there should be a section exclusively for the younger kids. This would give them a chance to collect eggs as well.

The Board agreed that it's a good idea.

The Internal Revenue Service has informed the Director that the "Friends of the Hampton Library in Bridgehampton" is now an official nonprofit organization.

Louise Collins moved, John Vendetti seconded and the Board voted unanimously to accept the Director's Report and Departmental Reports for the period March 1st through March 31st, 2016.

The Director reported that the HVAC upgrade is very nearly complete, with merely a few finish-up things to do; expectation is that all will be completed soon. However, the plan discussed at the last meeting to alter the fence behind the Library has run into trouble, namely that to replace the existing four-foot fence with a six-foot one would require a thousand dollar permit and a long delay and would cost in the range of \$2300. The Board agreed this would be an unnecessary expense decided to stick with the less expensive four-foot fence. On motion by Louise Collins seconded by Jackie Poole recalled the resolution authorizing pricing the 6 foot fence, and on unanimous consent withdrew it.

The Library's carbon monoxide sensors are out of date and must be replaced. The Director has secured approval with the Southampton Code Enforcement office for wiring new detectors into our current system, and has determined that a less expensive type of detectors are OK, namely those powered by "ten-year sealed lithium batteries". Sandra Ferguson moved, Louise Collins seconded and the Board voted unanimously to authorize the Director to buy three of these batteries.

The U.S. Department of Veteran Affairs has put out a lengthy "Proposal to Suffolk County Libraries" stating that Suffolk County has the second largest population of veterans (per capita) in the nation, and that many of those veterans are not getting the benefits they deserve. The Proposal suggests that libraries in the county can help alleviate the problem by nominating one or two staff members to become Accredited Agents who can assist veterans with their claims.

Worthy as this proposal is, the Board after a lengthy discussion decided that our Library, already short-staffed, cannot take on extra tasks that are not directly connected with Library work.

At 4:50 Louise Collins moved, Harvey Loomis seconded and the Board unanimously voted to enter executive session for personnel matters. The regular meeting resumed at 5:12 PM.

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

DISBURSEMENTS

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 3-16-16 to 04-04-16 numbered 13323-13333 in the amount of \$145879.62

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 04-13-16 numbered 13334-13371 in the amount of \$28221.13.

PAYROLL

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 02/17/2016 – 03/01/2016 in the amount of \$27170.84 and 03/02/2016 – 03/15/2016 in the amount of \$23774.24.

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 03/01/16-03/31/16.

OPERATIONAL RESOLUTION

Jackie Poole moved, Sandra Ferguson seconded and the Board voted unanimously to increase Business Manager Danielle Menchise's hourly rate to \$36.00/hr as of Payroll ending March 29, 2016. Nunc pro tunc

Jackie Poole moved, Sandra Ferguson seconded and the Board voted unanimously to adjourn the meeting at 5:18 pm.

Respectfully submitted,
Harvey Loomis, Secretary