

# MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

WEDNESDAY, JULY 19, 2017

## MINUTES

Present: Louise Collins, Tom House, Jackie Poole, Tom White, Sarah Stenn, Harvey Loomis.

Absent: John Vendetti, Matthew Rojano, Sandra Ferguson.

President Collins called the meeting to order at 10:05am.

Tom House moved, Tom White seconded and the Board voted unanimously to approve the agenda dated July 19, 2017.

Tom White moved, Tom House, seconded and the Board voted unanimously to approve the minutes of the June 21, 2017 regular meeting.

The report from the Friends can be summed up in a few words: The Barn party was a great success. Some 150 People attended, the food was excellent, the music fine and continuous, and the weather perfect. The Friends are still waiting for all the invoices to be paid but Director Harris estimates they brought in about the same amount of money as last year's cocktail party.

The Library sent an orchid and card of condolence to former Board Member Lee Foster for the death of her husband Cliff last month, and has received a letter of thanks in return.

The Library has received a notice of certification from LVEB, LLC notifying her that Pierre's restaurant's septic system is in good working order. There have been no complaints from the neighbors recently.

The Director reported that during the week of July 24 there will be no computers for public use for one or two days as the new print system is put into service. The server for Comprise SAM has been installed, and new software will have to be put into the Library's computer, and the staff members brought up to date on how the system works. This will inconvenience some patrons who use the Library's computers regularly, but the Director will post notices warning of the temporary lack of service.

The Director will be turning over the layout of the next Library's winter newsletter to new staff members Megan Smead and Shannon Galasso, while the Director is on maternity leave. She also reported that she hoping to hire a young woman from the high school's graduating class as a circulation clerk and to help with the Library's outreach to native Spanish speakers.

The building's paint job is going well, and is back on schedule – it should be completed soon.

A discussion followed about the Fridays at Five series: The first one had 93 attendees for a rain-enforced inside session; the second had only 58. Board members deliberated matters such as the nature of food and drink served during the lectures.

The Hampton Library in Bridgehampton  
Minutes of the July 19, 2017  
Regular Meeting

The Board also considered briefly the possibility of changing the nature and location of the annual September Thanks-to-the-Friends party: should it still be held at President Collins' house, should it be catered, should it be a lunch instead of cocktails and dinner? No conclusions were reached.

Harvey Loomis moved, Tom House 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 06/21/2017 to 6/26/2017 numbered 14055-14063 in the amount of \$1950.51
- b. Resolved that the Board of Trustees of the Hampton Library approves disbursements of checks dated 07/12/2017 numbered 14064-14095 in the amount of \$41200.08

**PAYROLL**

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 05/24/2017-06/06/2017 in the amount of \$24978.66 and 06/07/2017-06/20/2017 in the amount of \$26114.26.

**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 06/01/2017-06/30/2017.