

**MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY  
REGULAR MEETING**

**Wednesday, January 17, 2018**

Present: Louise Collins, Sandra Ferguson, Mbachii Kumwenda, Harvey Loomis, Jackie Poole, Matthew Rojano, Sarah Stenn, John Vendetti, Tom White, Library Director Kelly Harris

Guest: Co President of the Friends of the Library Dick Bruce

President Collins called the meeting to order directly following the conclusion of the annual Organizational Meeting.

Sandra Ferguson moved, Mbachii Kumwenda seconded and the Board of Trustees of the Hampton Library unanimously approved the proposed agenda as amended dated January 17, 2018.

Sarah Stenn moved, Harvey Loomis seconded and the Board of Trustees of the Hampton Library unanimously approved the minutes of the December 20, 2017 meeting.

No Public was present for the period of Public Expression.

Co-President of the Friends of the Library Dick Bruce introduced himself to the Board of Trustees and updated the Board on the fundraising efforts and plans for Fridays at Five and Summer Barn Party. He has recruited 21 new members.

The Library Director announced the 2017 Trustees Annual Appeal has raised \$57,775.00 with 152 donors as compared to the 2016 Annual Appeal which raised \$46,375.00 with 151 donors as of the same time in the previous year.

The Library received its annual donation check from the Ovarian Cancer Research Fund in the amount of \$5,000.

Director Harris shared correspondence from Victor Joseph included with his annual appeal donation giving the Library and its staff high praise.

The Board reviewed the Director and departmental reports submitted for December 1, 2017 through December 31, 2017. Director Harris noted in her report the need for an additional Spanish Speaking staff member and that former staff members Judith Lechmanski and Shyla Berkeley had returned to work part time. She also noted that the teen department was flourishing but with it comes the reality of the issues our local teens deal with from day to day. Sarah Stenn moved, Mbachii Kumwenda seconded and the board voted unanimously to accept the Director's report and departmental reports for the month of December.

There was no Old Business to address.

The Hampton Library in Bridgehampton  
Minutes of the January 17, 2018  
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Under New Business the Library Director reviewed the conduct of executive session as outlined by the New York State Committee on Open Government.

The Director also discussed the migration of the Sierra Circulation Servers from the Suffolk Cooperative Building to offsite hosting. The migration is to take place on February 12. At that time none of the Library's software for circulation, collection development nor databases will function. Director Harris requested the Board consider closing the Library to the public and to have the staff attend a professional development workshop that day followed by an opportunity to organize the Library.

Sarah Stenn moved, Tom White seconded and the Board of Trustees unanimously voted in favor of closing the Library on February 12, 2018 for a Professional Development day.

Tom White moved, Mbachii Kumwenda seconded and the Board of Trustees considered and approved the following financial resolutions were considered on a consent agenda:

**A. DISBURSEMENTS**

- a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 12/20/2017 to 12/26/2017 numbered 14357-14360 in the amount of \$3021.40
- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 01/10/2018 numbered 14361-14385 in the amount of \$13616.75.

**B. PAYROLL**

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 11/22/2017-12/05/2017 in the amount of \$26469.76 and 12/06/2017-12/19/2017 in the amount of \$26073.48.

**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 12/01/17-12/31/17

Jackie Poole moved, John Vendetti seconded and the Board of Trustees resolved to adjourn the meeting at 4:55 pm.

Respectfully submitted,

Kelly Harris, Director  
For John Vendetti, Secretary