

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

Wednesday June 20, 2018 at 3:30pm

Present: Louise Collins, Jackie Poole, Harvey Loomis, Sandra Ferguson, Matt Rojano, Tom White and John Vendetti.

Absent: Sarah Stenn, Mbachii Kumwenda

President Collins called the meeting to order 3:36 pm.

Harvey Loomis moved, Tom White seconded and the Board voted unanimously to accept the agenda for the meeting.

Sandra Ferguson moved, Matt Rojano seconded and the Board voted unanimously to approve the minutes of the May 16, 2018.

Announcements:

2017 Annual Appeal as of 6/13/2018 is at \$59,810.00 with 160 Donors.

2016 Annual Appeal as of 6/13/2017 was at \$48,000.00 with 159 Donors.

\$4,707.00 Amy F. Wahl Memorial Scholarship.

Correspondence:

Director Harris shared a Thank You note from former employee Megan Smead, who has moved to the city and taken a position with the Queens Library and to be closer to home.

Reports:

Director Harris reported that more space is needed for the teens and options for an expansion within the footprint of the current building should be considered.

Two new staff members have been hired. Michelle Lopez Paucar, a bilingual clerk and David Beales, a Children's Librarian.

Four staff have been train for Narcan use. Eight staff members participated in the annual CPR/AED training.

Sandra Ferguson moved, Matt Rojano seconded and the Board voted unanimously to approve the reports.

Unfinished Business:

The Director stated that a check box would be added to the Annual Appeal card to earmark donations to the Scholarship Fund. The Scholarship Policy was reviewed by the Library's Legal Counsel and is ready to be approved.

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It has been decided that an essay question will be picked by the Amy F Wahl Scholarship committee. The Ad Hoc Committee will be formed at the Reorganization meeting in July.

The Director presented of options exploring the use of a Closed Circuit Television system to provide additional seating for indoor viewing of Fridays at Five. She also provided a memo from the Library's legal counsel. A robust conversation took place among the trustees regarding the request by the Friends to implement such a system. It was decided that for this year seating and audio only with supervision by no less than two members of the Friends would be available for an overflow crowd. President Collins would compose and send a letter to the Friends committee detailing the Board's decision.

The Director reviewed a draft of the proposed 2019 operating budget.

Financials:

Tom White motioned, Sandra Ferguson seconded and the Board voted to accept the following Financials on a consent agenda

A. DISBURSEMENTS

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 05/16/2018 numbered 14562-14576 in the amount of \$11466.72.

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 06/13/2018 numbered 14577-14618 in the amount of \$56651.09.

B. PAYROLL

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 04/25/2018-05/08/2018 in the amount of \$25187.84 and 05/09/2018-05/22/2018 in the amount of \$24712.82.

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 05/01/18-05/31/18

Operational Resolutions:

A. Tom White moved, Harvey Loomis seconded and the Board unanimously approved the Amy F. Wahl Memorial Scholarship Policy.

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B. Matt Rojano moved, Tom White seconded and the Board unanimously rejected the purchase and use of a Closed Circuit TV system at the request of the Friends of the Library for the 2018 Fridays at Five Season.

C. Sandra Ferguson moved, John Vendetti seconded and the Board unanimously approved the use of the program room for an audio only overflow crowd with a minimum of two Friends members supervising as a seating option for the Friends of the Library's Fridays at Five 2018 season.

Adjournment:

Jackie Poole moved, Matt Rojano seconded and the Board voted unanimously to adjourn at 5:16 pm.

Next Regular Meeting of the Board of Trustees will be held on Wednesday July 18, 2018 at 10:00 am.

Respectfully Submitted,
John Vendetti
Secretary