

**Meeting of the Board of Trustees of the Hampton Library**  
**Wednesday December 19, 2018 at 3:30 pm**  
**Regular Meeting**

Members present were Dr. Louise Collins, Sarah Stenn, Harvey Loomis, Sandra Ferguson, and John Vendetti.

Also Present: Sagaponack Trustee elect Diana Payne, Friends of the Library President Judy Williams, and the Lamb Family (Drew, Darren, Kristen, Devon and Donna)

Absent: Mbachii Kumwenda, Mat Rojano, Tom White

President Collins called the meeting to order at 3:44 pm

A motion was made by Sarah Stenn, seconded by John Vendetti to approve the proposed agenda date December 19, 2018 with all present in agreement.

A motion was made by Harvey Loomis, seconded by Sandra Ferguson to approve the minutes of the November 14, 2018 Regular Meeting with all present in agreement.

Drew Lamb was honored and presented with a certificate for completing the 1000 books before Kindergarten program.

Judy Williams of the Friends of the Library discussed the Friends planning of Fridays at Five.

The 2018 annual appeal has brought in \$31,130.75 from 86 Donors as compared to 2017 appeal \$19400.01 from 88 donors.

Amy F Wahl Memorial Scholarship \$7107 in donations with Trustee match it is \$14,214.

\$100 was donated by Amy and Doug Halsey for children's programs in honor of Josh Perry

Director's report:

Tixkeeper software is now being used for to manage museum passes. Kanopy streaming service will be available to patrons beginning January 2.

Reintroduced discussion of reupholstering or replacing chairs. President Collins suggested reupholstering with sunbrella fabric. Director Harris will follow up with upholsterer.

Nicole Sanfilipo was hired as the new Head of Youth Services.

Binge boxes are now circulating. Each box includes popcorn and three films of a specific genre or theme.

Director Harris highlighted the hard work of Teen Librarian Shannon Hughes and popularity of her programs. She also highlighted the outreach efforts and new programming Head of reference Donna Murray has introduced.

Hampton Library in Bridgehampton  
Minutes of the December 19, 2018  
Regular Meeting

A motion was made by Harvey Loomis, seconded by Sarah Stenn to accept the Director's report and the Departmental reports for the period of October 1, 2018 through October 31, 2018.

Under Old Business

The Board reviewed the updated proposal to replace and tint the wall of windows on the north side of the building.

The board continued the discussion of matching donations made to the Amy Wahl Scholarship fund with the hope of raising enough money to make the funding for the scholarship self-sustaining.

President Collins reminded the trustees that officers and committees would be elected and appointed at the January organizational meeting. She requested that the trustees consider what positions and appointments they would prefer.

The topics of security cameras and the H2M proposal were tabled.

Under New Business:

Director Harris reviewed the proposed plan to fix the leak in the program room. Dyame Plotke believes the water was draining in as a result to issues with the east main floor emergency exit door.

The Trustees discussed the open SCLS trustee seat to represent the South Fork. JoAnn Robotti from Shelter Island is running for the position unopposed. The Trustees of Bridgehampton unanimously agreed to vote in favor of Ms. Robotti

Director Harris reviewed the SCLS budget for fiscal year 2019.

Director Harris discussed the full time employment of librarian R. David Beales. Mr. Beales completed his probationary period in September and recommended approval of his employment.

A motion was made by Harvey Loomis, seconded by Sandra Ferguson, with all members present in agreement to accept the financial resolutions on a consent agenda

A. Disbursements:

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 11/14/2018 -11/29/2018 numbered 14879-14886 in the amount of \$4926.92.

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 12/12/2018 numbered 14887-14929 in the amount of \$36826.76.

B. Payroll

Hampton Library in Bridgehampton  
Minutes of the December 19, 2018  
Regular Meeting

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 10/24/2018 in the amount of \$28191.87 and 11/07/2018-11/20/2018 in the amount of \$27534.02

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 11/01/18-11/30/18

The following Operational Resolutions were considered:

A motion was made by Harvey Loomis, seconded by Sandra Ferguson with all members in agreement:

Resolved that the Board of Trustees of the Hampton Library approves the contracting with Clearview Glass to install sill pans and approves replacing the clear glass with tinted glass.

A motion was made by Harvey Loomis seconded by Sarah Stenn, with all members in agreement:

Resolved the Board of Trustees of the Hampton Library approves casting their 5 allotted ballots in favor of Jo-Ann Robotti to represent the Towns of East Hampton, Shelter Island and Southampton on the SCLS Board of Trustees for a term beginning January 2, 2019 through December 31, 2021.

A motion was made by Harvey Loomis, seconded by Sandra Ferguson, with all members in agreement:

Resolved the Board of Trustees approves the SCLS Operating budget for fiscal year 2019 as proposed.

A motion was made by Harvey Loomis, seconded by Sarah Stenn, with all members in agreement:

Resolved the members of the Hampton Library approves the employment of Children's Librarian R. David Beales having completed his three-month probationary period as of September 2018.

A motion was made by Harvey Loomis, seconded by Sarah Stenn, with all members in - agreement to adjourn the meeting at 4:57 pm.

Next meeting of the Board of Trustees will be the Annual Organizational Meeting

Hampton Library in Bridgehampton  
Minutes of the December 19, 2018  
Regular Meeting

Wednesday, January 16, 2019 at 3:30 pm directly followed by the regular monthly meeting.

Respectfully Submitted

John Vendetti  
Secretary