

**THE HAMPTON LIBRARY IN BRIDGEHAMPTON
REGULAR MEETING MINUTES**

Wednesday, January 16, 2019

Present: Louise Collins, Jackie Poole, Tom White, Sarah Stenn, Sandra Ferguson, Mbach Kumwenda, Diana Payne & John Vendetti.

Absent: Matthew Rojano,

President Collins called the regular meeting to order at 4:08 PM

Tom White moved, Mbach Kumwenda seconded and the Board voted unanimously to approve the agenda dated January 16, 2019.

Sandra Ferguson moved, Sarah Stenn seconded and the Board voted unanimously to approve the minutes of the December 19, 2018 regular meeting.

There was no public present for the meeting, hence, no expression.

There was no report from The Friends as they had no meeting

An update on the 2018 Appeal was reported. Also an update on the Amy F. Wahl Memorial Scholarship.

Discussion was had upon the reupholstering of the high-back chairs in the library.

Reports were read. Statistics will be updated by Donna for our next meeting.

Unfinished Items:

Window Repair

Amy F. Wahl Scholarship matching amount

Security cameras - Board briefly discussed putting cameras in the art gallery for security of items to be displayed on loan from NASA. Director Harris will research cost.

H2M Proposal for Schematic Design and Budgeting

New Business:

MDA Design Group Proposal for planning and interior design - Trustee Sandra Ferguson noted difficulty in comparing the H2M and MDA proposals because they were dissimilar in content and scope and therefore cost. Director Harris stated she would be meeting with a third group and discuss oral presentations to the trustees with all three firms.

Employment of Donna Murray

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There was no Personnel Report as such.

Financials:

Mbachi Kumwenda motioned, Sarah Stenn 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 12/19/2018 numbered 14930-14947 in the amount of \$15442.42.

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 01/09/2018 numbered 14948-14978 in the amount of \$25810.03.

B. Payroll:

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 11/21/2018-12/04/2018 in the amount of \$25785.88 and 12/05/2018-12/18/2018 in the amount of \$26916.51

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

Operational Resolutions:

A. Tom White moved and Sandra Ferguson seconded and the Board unanimously approved the permanent employment of Head of Reference Donna Murray having completed her three-month probationary period as of December 2018.

Adjournment:

Jackie Poole moved, John Vendetti seconded and the Board voted unanimously to adjourn at 4:41PM

Next Meeting of the Board of Trustees will be held on February 13, 2019 at 3:30PM

Respectfully Submitted
Tom White
Secretary