

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

FEBRUARY 13, 2019

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

Absent: Matthew Rojano, Jackie Poole

President Collins called the regular meeting to order at 3:40 pm

Mbach Kumwenda moved, Sandra Ferguson seconded and the Board voted unanimously to approve the agenda dated February 13, 2019.

Sandra Ferguson moved, Mbach Kumwenda seconded and the Board voted unanimously to approve the minutes of the January 16, 2018 organizational Meeting and the minutes of the regular meeting by consent agenda.

There was no public present for the meeting.

There was no report from The Friends.

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

Correspondence was received from Victor Joseph and was included in our packet, that being a thank- you note for the many services and friendships he enjoyed with the Hampton Library.

Reports were read.

Sarah Stenn motioned, John Vendetti seconded and the Board voted unanimously to accept the Director's Report and the Departmental Reports for the fiscal year 2018.

Mbach Kumwenda motioned, John Vendetti seconded and the Board voted unanimously to accept the Director's Report and the Departmental Reports for the period January 1, 2019 through January 31, 2019.

Unfinished Items:

Window Repair Tinted Glass samples are available for review by the Board in the offices up stairs.

Amy F. Wahl Scholarship matching amount.

Security cameras - due to the non-conduit nature of the building, the installation of CAT 6 cables will take time and be an additional expense. Presently the idea is to work with 3 cameras.

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The assessment and proposals of three designs groups were distributed to the Board for their reading and analysis; those being MDA Design Group, H2M and Beatty Harvey Coco Architects.

New Business:

A slow process where by sidewall cases and shelving units as well as desk space will be analyzed for upgrading and or repair/replacement. Greg Kropp of ARKropp will be working on this project.

The library's primary server has been replaced. The old primary server has become the backup server.

Some problems are continuing with Sierra ILS and speed of the program has been significantly reduced. For the time being, the library's mobile app development will be on hold.

Progress on repairs of the Emergency exit door have been slowed by the cold weather. Work should resume

Voting Rights Act memo from T. Volz. Essentially Bi-lingual directions and translators need to be in place for the next library vote.

Sandra Ferguson motioned, John Vendetti seconded and the Board voted unanimously to enter executive session at beginning at 4:08PM and came out of executive session at 4:21PM

Financials:

John Vendetti motioned, Mbachi Kumwenda 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 1/16/2019 numbered 14979-14992 in the amount of \$13,707.14.
- b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 02/06/2019 numbered 14993-15022 in the amount of \$16,070.87.

B. Payroll:

- a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 12/19/2018-01/01/2019 in the amount of \$27,383.52 and 01/02/2019-01/15/2019 in the amount of \$29,366.51

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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 01/01/19 -01/31/19.

Operational Resolutions:

A suggestion was made to send flowers to Jackie Poole upon her return home from the hospital.

Adjournment:

John Vendetti moved, Sandra Ferguson seconded and the Board voted unanimously to adjourn at 4:26 PM

Next Meeting of the Board of Trustees will be held on March 20, 2019 at 3:30 pm

Respectfully Submitted

Tom White

Secretary