

Hampton Bays Public Library

Minutes of the March 1, 2022 Regular Meeting

Present: D. Zimmerman, H. Rose, F. Baker, K. Dunn, A. Filorimo, and S. McEvoy

Present via Zoom: B. Skelly and M. Stutt,

Guest: R. Alfano, C. Fitzgerald, C. Lingg

The meeting was opened at 7:10 pm by President B. Skelly.

The agenda was adopted. 7/0/0 K. Dunn/ A. Filorimo

The minutes of the February 1, 2022 Regular Board Meeting were approved as amended. K. Dunn/ H. Rose
7/0/0

Public Comment: None

Correspondence: Stephanie reported that there were no correspondence this month.

The schedule of claims dated for March 1, 2022 in the amount of \$106,946.25 was approved. K. Dunn /F. Baker
7/0/0

The listed prepaids for check numbers 31308-31327 in the amount of \$32,902.95 was approved. A. Filorimo/ F.
Baker 7/0/0

The payroll dated 2/4/2022 for \$55,891.38 and payroll dated 2/21/2022 for \$57,211.62 was approved. K. Dunn/
H. Rose 7/0/0

The budget report year to date and the monthly budget report for February 2022 were approved. K. Dunn/ H.
Rose 7/0/0.

Director's Report: Stephanie began by expressing how grateful she is to have this opportunity and has been
welcomed by staff and patrons.

Stephanie mentioned the recent mask mandate being lifted in NY as of March 2. All departments will continue
to encourage staff and patrons to mask optionally. Stephanie also met with Kevin Verbesey where she was
given some important resources and information.

Stephanie was also excited to attend the East End Directors meeting. She feels this group will be an important
asset and she looks forward to working and meeting with them in the future.

Stephanie also met with Searles today and went over many aspects of the new website. She mentioned having
several correspondences with them and afterwards sharing the information with her staff. She shared with us
the final logo that was chosen by the staff.

Stephanie made a few recommendations to the board reports, and will implement moving forward.

Stephanie also plans on meeting with the department heads every other week, in an effort to hold regular staff
meetings.

Personnel Report: The hiring of Hannah Mari Goetz as of 1/27/2022, part-time juvenile page and James
DeGaray, librarian trainee, were approved. K. Dunn/M. Stutt 7/0/0

Committee Reports:

Bylaws and Policy Committee did not meet.

Buildings and Grounds Committee did not meet but plan to meet 3/3.

Finance and Grants Committee did not meet.

The Friends of the Library met on February 28th and Frank and Stephanie attended.

Nominations and Personnel Committee did not meet.

Strategic Planning Committee did not meet.

Old Business:

1. Book Store: Stephanie met with Emily to make a plan for cleaning up the bookstore, starting with the entrance of the store and Ellen's desk.
2. 3-D Printer: Rita reported that the printer is complete! They even tested it by printing a tiny whistle. They are now working out logistics, like where it will be housed and how it will be offered to patrons.
3. Lighthouse Security: The parts are back ordered and may not come in until the summer, so installation is put on hold.
4. Rebranding of the Library: The staff has voted on the new logo. Next month there will be a mockup completion of the website. Stephanie has a goal of launching the website in two months.
5. Juneteenth Library Closing: Stephanie will talk to other libraries and see what they are doing. We will table this until next meeting.

New Business:

1. Board of Trustees Goals: David had generated the list and the new HBPL Board of Trustees 2022 Goals were approved. M. Stutt/ H. Rose
2. Future Meeting Dates: The specific discussion surrounding the dates of the monthly board meetings and changing it from the first Tuesday of the month to the second Tuesday of the month beginning in May. A. Filorimo/ F. Baker
3. By-Laws Revisions: Each revision was reviewed, discussed and voted on. Barbara will clean them up once again and we will vote on the revisions next month.
The board motioned to move into executive session at 8:56 pm.
The board moved from executive session to regular board meeting at 9:25 pm.
4. Staff Bonuses: A motion was made to approve the staff bonuses and the letter to accompany it. This will be reflected in the next payroll. will K. Dunn/ H. Rose

The meeting was adjourned at 9:27 pm
Respectfully Submitted by H. Rose