

Hampton Bays Public Library

Minutes of the June 14, 2022 Regular Meeting

Present: D. Zimmerman, B. Skelly, H. Rose, F. Baker, A. Filorimo (arriving at 7:20 pm) and S. McEvoy

Absent: K. Dunn, and M. Stutt

Guest: R. Alfano

The meeting was opened at 7:02 pm by President B. Skelly.

The agenda was adopted with revisions. D. Zimmerman/H. Rose 4/0/0

The minutes of the May 10, 2022 Regular Board Meeting were approved. H. Rose/F. Baker 4/0/0

The minutes of the May 25, 2022 Finance Committee were approved. B. Skelly/ H. Rose 4/0/0

The minutes of May 16, 2022 B&G Committee meeting were approved. H. Rose/ D. Zimmerman 5/0/0

Period of Public Expression: None

Correspondence: Stephanie shared a few positive correspondences this month and provided copies of them in our packets.

The schedule of claims dated for June 14, 2022 in the amount of \$48,703.55 was approved. H. Rose/F. Baker 5/0/0

The listed prepays for check numbers 31528-31560 in the amount of \$54,976.71 was approved. F. Baker/ D. Zimmerman 5/0/0

The payroll dated 5/13/2022 for \$57,522.59 and payroll dated 5/27/2022 for \$57,540.70 with a grand total \$218,743.55 were approved. F. Baker/ H. Rose 5/0/0

The budget report year to date and the monthly budget report for May 2022 were approved. H. Rose/ D. Zimmerman 5/0/0.

Director's Report:

Stephanie met with Jim Kinney from C&H Signal to discuss installing extra panic buttons throughout the building. The proposal is pending due to Jim recently testing positive for COVID-19.

Rita and Stephanie met with Searles to fine tune changes to the website. The launch date will be June 28th, coinciding with the registration day for July-August sign ups.

Stephanie attended the Friends meeting and they generously approved the funding of a new picnic table to be placed outside for staff wishing to eat lunch outside or take their break there. The Friends also agreed to purchase a poster printer which will benefit both the library and the Friends! Stephanie is also working with Emily, the Friend's President, and Dom on organizing the space in the basement to make more room for storage and cleaning up the Children's Room program space to accommodate programs this summer!

Stephanie continues to meet with the department heads twice a month. This month she presented the department budgets and offered individual meetings, but since there were no major changes to the budget, no further meetings were needed.

The 3-D printer is in the lobby and very popular with staff and patrons!

Stephanie reported that Lighthouse Security has changed their anticipated installation date to late July of this year, which is a big improvement.

Personnel Report: The resignation of Kyle McCarthy PT Custodian was approved.

Committee Reports:

Bylaws and Policy Committee did not meet.

Buildings and Grounds Committee met on May 16, 2022, and minutes were prepared by Kathy Dunn and provided in our packets and are attached.

Finance and Grants Committee met on May 25, 2022 and the minutes were also attached. Stephanie presented the 2023 Budget Draft.

The Friends of the Library met on May 23rd and Frank and Stephanie attended.
Nominations and Personnel Committee did not meet.
Strategic Planning Committee did not meet.

Old Business:

1. Website Update: This was given during Stephanie's report and the new website will launch on June 28th.

New Business:

1. Annual Appeal: Stephanie drafted a letter and suggested changing the timing of the letter and putting specific items to be funded with the donations. This will be further discussed in the future.
2. Additional Panic Buttons: Stephanie discussed this during her report, but she would like more time to discuss proposals with C&H. The board agreed that this is an urgent topic and would like to move forward with the installation as soon as possible.
3. Briscoe Protective contract: Stephanie spoke to them and agreed to pay the buyout amount of \$2,094.05.
4. Resolution 22-01 Approval to assign funds to Capital Projects. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
5. Resolution 22-02 Approval to reallocate funds. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
6. Resolution 22-03 Approval of 2023 Operating Budget. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
7. Resolution 22-04 Approval to authorize remote meeting attendance. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
8. Resolution 22-05 Approval to authorize work by Roof Services. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
9. Resolution 22-06 Approval to authorize work by George Zanos Painting. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
10. Resolution 22-07 Approval to authorize work by Thermal Solutions. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
11. Resolution 22-08 Approval of Privacy Policy. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
12. Resolution 22-09 Approval of 3D Printing Policy. Skelly-yes, Filorimo-yes, Zimmerman-yes, Rose-yes, Baker-yes
13. August Board Meeting date changed 8/9 to 8/10 but the library is sponsoring the Movie in the Park, so we discussed meeting on 8/9 in the Children's Room. The majority of board members decided to keep the meeting date of 8/9.

Period of Public Expression II: There was no comments.

The meeting was adjourned at 8:50 pm
Respectfully Submitted by H. Rose