

Hampton Bays Public Library

Minutes of the February 14, 2023 Regular Meeting

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

Present via Zoom: B. Skelly

Absent: None

Guest: None

The meeting was opened at 7:04 pm by President B. Skelly.

The agenda was adopted. A. Filorimo/ H. Rose 7/0/0

The minutes from the January 10, 2023 Annual Organizational Board Meeting was approved. K. Dunn/ D. Zimmerman 7/0/0

The minutes for the January 10, 2023 Regular Board Meeting was approved. K. Dunn/ H. Rose 7/0/0

The minutes from June 14, 2022 Regular Board Meeting with revisions were approved. K. Dunn/ D. Zimmerman 7/0/0

Period of Public Expression: None

Correspondence: None.

The schedule of claims dated for February 14, 2023, in the amount of \$118,148.32 was approved. A. Filorimo/ F. Baker 7/0/0

The listed prepays for check numbers 32090-32110 in the amount of \$33,742.73 was approved. K. Dunn/ F. Baker 7/0/0

The payroll dated 1/6/2023 for \$58,161.39 and payroll dated 1/20/2023 for \$55,031.13 were approved. H. Rose/ K. Dunn 7/0/0

The budget report year to date and the monthly budget report for January 2023 were approved. K. Dunn/ D. Zimmerman 7/0/0.

Director's Report:

Stephanie reported that the annual appeal donations as of January 31, 2023 are \$7,570.

Monthly department head meetings continue to be very productive and important. Stephanie anticipates lots of new and exciting things coming in the next few months!

Stephanie continues to meet with Forerunner Technologies to discuss a proposal for a new phone systems customized to the limited functions that we need.

Stephanie has begun planning for the May 2023 professional development day and while most is still in the planning stage, she is hoping to include CPR and AED training as part of the day's events.

The Employee Handbook has been reviewed and revised and is about 95% done. Stephanie recommended to the committee to read to review and put to Board vote next month.

Christine from the Children's Room was given a new workstation in the YA staff office.

Stephanie continues to work on the 2022 NY State report, and this has been consuming lots of her time.

Personnel Report:

There were no new personnel actions to report for the month.

Committee Reports:

Bylaws and Policy Committee.

Building and Grounds Committee met on 2/13/2023 and Kathy reported on the meeting. She will circulate minutes from that meeting soon. Things like kitchen repair, reference office, and security cameras were all topics that were discussed. By the next meeting Stephanie will have more estimates and we should be able to vote on some renovations.

Finance and Grants Committee did not meet but will schedule a meeting soon.

The Friends of the Library met on January 23, 2023, and Frank reported on their meeting.

Nominations and Personnel Committee did not meet.

Strategic Planning Committee did not meet.

Old Business:

None

New Business:

- NY 4BL Gala Feb 27th / Advocacy Day Feb 28th- Albany: The board unanimously voted to send Stephanie to this professional development opportunity.
- Professional Development Day May 2023: Stephanie previously reported on this during her Director's Report and is starting to plan this day.

Period of Public Expression II: None

The meeting was adjourned at 8:10 pm

Respectfully Submitted by H. Rose