

## **Hampton Bays Public Library**

### **Minutes of the March 14, 2023 Regular Meeting**

Present: F. Baker, M. Stutt, H. Rose, A. Filorimo and S. McEvoy

Present via Zoom: B. Skelly and K. Dunn

Absent: D. Zimmerman

Guest: None

The meeting was opened at 6:59 pm by President B. Skelly.

The agenda was adopted. A. Filorimo/ H. Rose 6/0/0

The minutes from the February 14, 2023 Regular Board Meeting were approved. K. Dunn/ H. Rose 6/0/0

Period of Public Expression: None

Correspondence: Stephanie received a letter from the Center Moriches director discussing praise of our library that she received from a patron.

#### **Treasurer's Report**

The schedule of claims dated for March 14, 2023, in the amount of \$172,377.94 was approved. A. Filorimo/ K. Dunn 6/0/0

The listed prepays for check numbers 32153-32166 in the amount of \$22,406.81 was approved. H. Rose/ M. Stutt 6/0/0

The payroll dated 2/3/2023 for \$54,319.98 and payroll dated 2/17/2023 for \$55,543.77 were approved. M. Stutt/ K. Dunn 6/0/0

The budget report year to date and the monthly budget report for February 2023 were approved. H. Rose/ F. Baker 6/0/0.

#### **Director's Report:**

Stephanie reported that she is nearly complete with planning Professional Development Day, with a tentative date of May 16. Stephanie and the business office hosted an audit team from Baldisseri & Coster. Once the audit is complete Stephanie will schedule a meeting with Al Coster and the board of trustees to help explain the results. Stephanie reported on her trip to Albany, which due to inclement weather had a lesser quantity of representatives from Long Island libraries. This allowed her to meet with a smaller group of directors and local politicians to discuss important topics. Stephanie also mentioned Sara's adult ballet class getting some positive publicity from Dan's Paper!

#### **Personnel Report:**

There were several personnel changes Stephanie reported on.

#### **Committee Reports:**

Bylaws and Policy Committee: Did a final review of the Employee Handbook.

Building and Grounds Committee mentioned the work that happened this past year and discussed upcoming needs for 2023. Dom is continuing to get bids on some of the remaining jobs, and the committee will be kept up to date.

Finance and Capital Committee met on March 3<sup>rd</sup> with a Voya representatives and will schedule a meeting soon to get more information before any decisions are made concerning the retirement fund. The Friends of the Library did not meet in February.

Nominations and Personnel Committee did not meet but Kathy asked the board to find some friends and acquaintances who could be good additions to the Board of Trustees.

Strategic Planning Committee did not meet.

Old Business:

None

New Business:

- 2022 NY State Report approval: 6 approvals and 0 disapprovals
- Employee Handbook for review: The new draft was distributed amongst the rest of the board and we will approve the revisions and new handbook in April's meeting.
- Resolution 23-04 Carrick Tree Service: After reviewing the three estimates the board took a vote. 6 approvals and 0 disapprovals

Period of Public Expression II: None

The board moved to executive session at 7:42 pm.

The board moved back into regular meeting at 8:02 pm. H. Rose/K. Dunn

The meeting was adjourned at 8:05 pm

Respectfully Submitted by H. Rose