

Hampton Bays Public Library

Minutes of the May 9, 2023 Regular Board Meeting

Present: B. Skelly, K. Dunn, F. Baker, M. Stutt, D. Zimmerman and S. McEvoy

Absent: H. Rose and A. Filorimo

Guests: Barbara Jay and Stefani Joslin (Board of Trustee Applicants)

The meeting was opened by President B. Skelly at 7:03pm

The revised agenda was adopted unanimously. D. Zimmerman/F. Baker 5/0/0

The minutes from April 11, 2023 Regular Board Meeting were approved. D. Zimmerman/K. Dunn 5/0/0

Period of Public Expression I: None

Correspondence: None

Treasurer's Report

The schedule of claims (Warrant #1) dated for May 9, 2023 in the amount of \$30432.79 was approved. F. Baker/K. Dunn 5/0/0

The listed prepays for check numbers 32269 through 32288 in the amount of \$39123.86 was approved. M. Stutt/F. Baker 5/0/0

The payrolls dated 4/14 for \$61938.22 and 4/28 for \$51440.81 both for April were approved. D. Zimmerman/K. Dunn 5/0/0

The budget and other financial reports year to date and the monthly budget report for April 2023 were approved. K. Dunn/F. Baker 5/0/0

Director's Report:

Stephanie reported on Children's activities including the chick-hatching and Easter Egg Hunt. Contractor meetings for some much-needed Library improvements and grounds work. Perma risk assessment completed and Budget preparation. Library Director Goals for 2023-24 presented and accepted.

Personnel Report:

There were several personnel changes which Stephanie reported on.

Committee Reports:

By-Laws and Policy Committee did not meet, but planning to meet AFTER Budget work completed.

Building and Grounds Committee met on April 26th and presented their recommendations (see resolutions)

Finance and Capital Committee met on May 1st to finalize details to move 403b account to Voya (see resolution)

Friends of the Library met to finalize plans for Spring Festival on May 6th and Stephanie reported that the overall festival was very successful and that the financial proceeds exceeded last year's event. Various Board members worked or attended the Festival and confirmed same. Liaison F. Baker reported that they are working with an approximate \$40-44K overall budget.

Nominations and Personnel Committee did not meet but continue to collect trustee applications.

Old Business: None

New Business:

Budget Vote Date – much discussion regarding timing and appropriate meeting dates and Board voted and agreed to hold Regular Board Meeting on Tuesday August 8th along with (open) Public Budget Presentation the same night. Then actual Budget Vote date set for Tuesday August 15th. School Board vote is on May 16, 2023. Unanimously approved. B.Skelly/K.Dunn 5/0/0

Additional discussion regarding publication of information as an insert in newsletter or presenting a “split” newsletter (over 2 months) or a separate postcard mailing-Stephanie will investigate and advise back, hinging on cost and timing factors. Discussed possibly promoting via electronic billboards at school down the road and American Legion across the street. Discussed promotional handouts to entice voters to participate on August 15th.

2023 Budget Draft #1 – Much healthy discussion surrounding the first budget draft presented. Overall positive, but with a possibility of piercing the tax cap due to necessary and mandated increases, so communication and transparency to the public is key. In 2012 the Tax Cap began at 2% and was never changed and never pierced by HBPL. If pierced, with an approximate budget increase of 9.72% for 2024 over 2023, this would result in approximately \$28.00 per household increase per year (based on home value of \$566K). Budget increases mainly due to mandated expenses such as Health Insurance; UIB; Regular Insurance; Utilities; Salaries (including possibility of minimum wage increase) and general Building/Grounds repairs and maintenance. If budget is not approved, may result in service and program cuts, cuts in library open hours, Sunday closure etc. Increasing the budget allows us NOT to tap into reserves.

Resolution# 23-06 HT Rockwell Builders: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Stutt-Yes; Baker-Yes-Resolution Adopted 5 9 23

Resolution# 23-07 Green Office Solutions: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Stutt-Yes; Baker-Yes-Resolution Adopted 5 9 23

Resolution# 23-08 Hampton Woods Landscaping: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Stutt-Yes; Baker-Yes-Resolution Adopted 5 9 23

Resolution# 23-09 Elevator Maintenance Company: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Stutt-Yes; Baker-Yes-Resolution Adopted 5 9 23

Resolution# 23-10 Voya 403B Transfer: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Stutt-Yes; Baker-Yes-Resolution Adopted 5 9 23

Period of Public Expression II: None

Call for Executive Session II: None

The meeting was adjourned at 8:20pm. B.Skelly/M. Stutt 5/0/0

Next Meeting June 13, 2023

Respectfully submitted by B. Skelly