

Hampton Bays Public Library

Minutes of the July 11, 2023 Regular Board Meeting (UNAPPROVED)

Present: B. Skelly, K. Dunn, D. Zimmerman, A. Filorimo and S. McEvoy

Absent: H. Rose, M. Stutt and F. Baker

Guests: None

The meeting was opened by President B. Skelly at 7:01pm

The agenda was adopted unanimously. D. Zimmerman/K.Dunn 4/0/0/0

The minutes from June 20, 2023 Regular Board Meeting were approved. A. Filorimo/K. Dunn 4/0/0/0

Period of Public Expression I: None

Correspondence: (1) Thank you note from Family of Kathy Dunn upon her Father Terence McGrath's passing. (2) Thank you note from St. Rosalie's Food Pantry for our donation re Fran Tennaro Raffle proceeds. (3) Request by B. Skelly for Board members to respond to emails in a timely manner.

Treasurer's Report

The schedule of claims (Warrant #1) dated for July 11, 2023 in the amount of \$26512.09 was approved. D. Zimmerman/K. Dunn 4/0/0/0

The listed prepaids for check numbers 32401 through 32417 in the amount of \$17036.03 was approved. K. Dunn/A. Filorimo 4/0/0/0

The payrolls dated 6/9 for \$55287.46 and 6/23 for \$54546.37 both for June were approved. D. Zimmerman/K. Dunn 4/0/0/0

The budget and other financial reports year to date and the monthly budget report for June 2023 were approved. K. Dunn/T. Filorimo 4/0/0/0

Note: Preliminary discussion regarding the moving of Dime Money Market and Dime Reserve account monies to other banking institutions to secure a better interest rate. Discussion and actions to be continued.

Director's Report:

Stephanie reported payments received successfully from HB School District, and a donation from Charles & Stella Guttman Foundation; success of the Mini Golf and Tapas Par-Tee events; new phone service carrier installation; June 25th Beach Clean Up Day; Ponquogue Bay Beach Adventure Day; Budget Vote Notices, Ballots and Mailer and YA increase in summer reading registrations and library cards.

Personnel Report:

There were several personnel changes which Stephanie reported on. FT=13, PT=29, Total=42

Committee Reports:

By-Laws and Policy Committee did not meet.

Building and Grounds Committee did not meet in June, but met on July 11th regarding cleaning company proposals.

Finance and Capital Committee did not meet.

Friends of the Library met to finalize plans for Mini Golf and Stephanie will have concrete info for next month.

Nominations and Personnel Committee did not meet in June, but plan to meet soon to start process of Trustee applications.

Strategic Planning Committee did not meet.

Old Business:

Trustee Training tentative date set for Thursday September 28th, 2 hour session by SCLS. Absent Board Members please take note and confirm availability.

New Business:

SCLS Library Trustee Open House – see separate report by B. Skelly who attended, very positive comments supporting all that they do.

Cleaning Service Comparison – matrix presented outlining 4 options, Board voted to go with Accolade Building Maintenance awarding a one-year contract.

Library Policy Changes – *Animals in the Library Policy* updated to current standard. Board votes: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Filorimo-Yes; 4/0/0/0-Policy Change Adopted 7 11 23

Off-Site Library Services Policy updated to current standard. Board votes: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Filorimo-Yes; 4/0/0/0-Policy Change Adopted 7 11 23

Budget Line Revision – a minor revision to reflect moving around charges of Building Contracts/Salaries adjusted due to new cleaning company outsourcing. No change to bottom line.

Misc: Need deeper discussion regarding how to fundraise more effectively for HBPL.

Resolution# 23-15 SenSource: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Filorimo-Yes; 4/0/0/0-Resolution Adopted 7 11 23

Resolution# 23-16 Accolade Building Maintenance Corp: Zimmerman-Yes; Skelly-Yes; Dunn-Yes; Filorimo-Yes; 4/0/0/0-Resolution Adopted 7 11 23

Period of Public Expression II: None

Call for Executive Session II: None

The meeting was adjourned at 8:16pm. D.Zimmerman/K.Dunn 4/0/0/0

Next Meeting August 8, 2023 (which is the Budget Hearing)

Respectfully submitted by B. Skelly