

Hampton Bays Public Library

Minutes of the August 8, 2023 Regular Meeting

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

Absent: None

Guest: Margaret Nelson, Nathaly Escobar

The meeting was opened at 7:04 pm by Vice President Anthony Filorimo and taken over shortly after the budget presentation started by President Barbara Skelly.

The minutes from the July 11, 2023 Regular Board Meeting were approved. H. Rose/K. Dunn 6/0/0

The agenda was adopted. K. Dunn/ F. Baker 6/0/0

Budget Presentation: Stephanie reported on this coming year's budget, everything the library has to offer to the community as well as the needs of the library currently and in the future. All these reasons contributing to the need to override the tax cap. A slide show was used to offer more detailed information for the trustees, guests and community.

Period of Public Expression I: None

Correspondence: Stephanie reported on a donation from a patron that funded the shelving unit needed for the Library of Things. Barbara read a letter from a patron in great support of the mini golf library event. Plans are already in place for next year's fundraiser!

Treasurer's Report:

The schedule of claims (Warrant #1) dated for August 8, 2023, in the amount of \$46,515.77 was approved. A. Filorimo/ K. Dunn 7/0/0

The listed prepaids for check numbers 32455-32476 in the amount of \$50,742.01 was approved. M. Stutt/ F. Baker 7/0/0

The payroll dated 7/7/2023 for \$54,980.76 and payroll dated 7/21/2023 for \$55,041.90 were approved. H. Rose/ D. Zimmerman 7/0/0

The budget report year to date and the monthly budget report for July 2023 were approved. K. Dunn/ F. Baker 7/0/0.

Director's Report:

Stephanie reported on the many successful events that took place in July at the library, highlighting the Mini Golf event. While this Friend's sponsored event was a lot of work for both the Friends as well as library staff, turn-out was great and the two day fundraising event was well-received.

Stephanie continues to get familiar with the new Voya 403b. The first active payroll deduction took place on August 4th, and because of the learning curve, it took more time that it will in the future.

Stephanie discussed the need to hire an outside cleaning company instead of hiring part-time custodians. This company is very responsive and came with high recommendations.

Stephanie arranged for staff from all departments to take an online food handlers certification course.

Now there are at least two staff from each department with this training!

Personnel Report:

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

Committee Reports:

Bylaws and Policy Committee did not meet but Barb would like to schedule a meeting after the budget vote.

Building and Grounds Committee did not meet but will schedule a meeting soon.

Finance and Grants Committee did not meet

The Friends of the Library did not meet.

Nominations and Personnel Committee did not meet but will meet in September to discuss candidates for the open trustee positions.

Strategic Planning Committee did not meet.

Old Business:

The Trustee Training for September 28th was confirmed by board members as well as alternatives to the two-hour requirement were discussed.

New Business:

- Ballet liability release: Stephanie mentioned the popularity of the ballet classes (attendance, comments and paper article) and requested the purchase of portable ballet barres. She recently spoke to our lawyer about potential liability and he provided a liability release to be signed by attendees. The barres will be purchased with Amazon points and funds from the budget. They will be stored in the closets of the Helen Gould room closet. Trustees unanimously agreed.
- Dime Bank: Electronic transfers between accounts was approved by the board. The board unanimously approved Regina Kenter as the main authorizer and Stephanie McEvoy being the backup.

Period of Public Expression II: None

Barbara made a motion to enter into executive session at 7:55 pm T. Filorimo/ F. Baker 7/0/0

Executive Session ended and the Regular Meeting resumed at 8:10 pm

The meeting was adjourned at 8:11 pm

Respectfully Submitted by H. Rose

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Minutes of the August 8, 2023 Executive Session Meeting

The Catastrophic illness policy was discussed for a full-time employee and the board unanimously agreed that the employee will receive 5 weeks of additional benefits, the maximum amount there is to offer.