

Hampton Bays Public Library

Minutes of the October 10, 2023, Regular Meeting

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

Present via Zoom: K. Dunn

Absent: None

Guest: None

The meeting was opened at 7:00 pm by President Barbara Skelly.

The agenda was adopted. D. Zimmerman/ F. Baker 6/0/0

The minutes from the September 12, 2023 Regular Board Meeting were approved. D. Zimmerman/ H. Rose 6/0/0

Period of Public Expression I: None

Correspondence: Stephanie read a comment card praising our library and suggesting a coffee store attachment like the one in Center Moriches.

Treasurer's Report:

The schedule of claims (Warrant #1) dated for October 10, 2023, in the amount of \$23,452.98 was approved. A. Filorimo/ F. Baker 6/0/0

The listed prepaids for check numbers 32582-32603 in the amount of \$32,962.87 was approved. M. Stutt/ H. Rose 6/0/0

The payroll dated 9/1/2023 for \$52,608.95, payroll dated 9/15/2023 for \$52,608.95 and payroll dated 9/29/23 for \$50,409.50 were approved. D. Zimmerman/ M. Stutt 6/0/0

The budget report year to date and the monthly budget report for September 2023 were approved. H. Rose/ M. Stutt 6/0/0.

Director's Report:

Stephanie is thrilled to have a new and more accurate door counter, and the numbers have improved! Stephanie was honored to be a part of a directors panel, representing a smaller library. Dom was injured installing new mailboxes in the library, and the cleaning company helped fill in the gaps while he was out. Stephanie reports that working with this company is working out well and Dom is happy as well.

Personnel Report:

Stephanie reported on the two new hires as well as two resignations.

Committee Reports:

Bylaws and Policy Committee met on September 27th. The committee came up with a plan to review the Public Policy Manual in the next few weeks and the committee will meet again to continue the discussion. Stephanie handed the committee samples of revised policies for further consideration.

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

Finance and Grants Committee did not meet.

The Friends of the Library did not meet.

Nominations and Personnel Committee are moving forward with plans for trustee interviews.

Strategic Planning Committee did not meet but Barbara would like to meet in January to start updating the Strategic Plan.

Old Business:

Stephanie shared the Friends plans to move the Library Golf fundraiser to May and combine it with their annual Spring Fest, possibly.

New Business:

- Draft SCLS 2024 Operating Budget- for your review
- Annual Trustee Training Recap- those that attended felt it was an excellent meeting.
- Brews and Board Games- New adult program: In an attempt to reach the young adult demographics, they suggested getting a one day liquor license.
- Holiday Meeting Dec. 3, 2023 at Villa Paul

Period of Public Expression II: None

Barbara made a motion to enter into executive session to discuss a personnel matter at 7:59 pm 6/0/0

Executive Session ended and the Regular Meeting resumed at 8:08 pm

The meeting was adjourned at 8:08 pm

Respectfully Submitted by H. Rose