

HAMPTON BAYS PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
January 16, 2024 7:00pm (weather postponement from 1/9/24)

MEETING MINUTES

Present: Michael Stutt, Anthony Filorimo, Frank Baker, Barb Skelly, Barbara Jay, Stefani Joslin, Stephanie McEvoy

Present via Zoom: Rosemary Sullivan (without voting privileges)

Guest: Frank Barkus

Meeting was called to order by new incoming President Michael Stutt at 7:36pm

Pledge of Allegiance had been already conducted with all attendees at the earlier Organizational Meeting.

Adoption of the Agenda Motion by F. Baker, seconded by B. Skelly, all (6 present in person) voted unanimously to accept.

Approval of the minutes of the December 12, 2023 Board Meeting- Motion by A. Filorimo, seconded by B. Jay, all (6 present in person) voted unanimously to accept.

Board President's Comments – President Stutt made positive and very inspirational commentary welcoming new Board members and new Officers and encouraging all to participate and speak up; also voicing hopes for future growth and expansion of the HBPL in all areas. Other Board members offered positive comments as well.

Period of Public Expression I – Guest offered more positive comments about the HBPL efforts, plus special mention of the Twice Sold Tales Book Store, particularly the Manager's role.

Correspondence – Director read a few comment cards from patrons, citing staff and program/services that are used widely and enjoyed tremendously.

Treasurer's Report

Warrant 'Schedule of Claims' - Motion by A. Filorimo, seconded by F. Baker, all (6 present in person) voted unanimously to accept.

Prepays - Motion by M. Stutt, seconded by F. Baker, all (6 present in person) voted unanimously to accept.

Payrolls - Motion by A. Filorimo, seconded by S. Joslin, all (6 present in person) voted unanimously to accept.

Financial Reports - Motion by B. Jay, seconded by S. Joslin, all (6 present in person) voted unanimously to accept.

Director's Report / Personnel Report – Director gave report, citing door numbers, program updates, Santa Sleigh Ride, Library of Things, Budgets for Department Heads, snow removal issues, ESL class attendance, and health insurance webinar meeting attendance.

Committee Reports

- Bylaws & Policy – did not meet
- Building & Grounds – did not meet
- Finance & Capital Endowment – did not meet
- Friends of the Library – did not meet
- Nominations – did not meet
- Strategic Planning – did not meet

Old Business

- None

New Business

- Dime Bank – New signature cards – this was taken care of, with the exception of 1 Board Member by Business Manager prior to the start of the meeting
- Long Range Plan 2024-2029 – this item tabled until next month, to allow new Board Members to review, comment and contribute to document
- Committee Assignments – this item accomplished at the Organizational Meeting that occurred prior to regular Board meeting.
- Monthly financial review schedule – Briefly discussed, whereby each Board Member “takes a turn” coming into office to sit with Treasurer and Business Manager and counter-sign checks and understand various financial matters, as recommended by SCLS Director at a previous training session.

Period of Public Expression II – None, as the Guest had departed earlier.

Executive Session – Board voted unanimously to close regular Monthly Board Meeting and move into Executive session at 8:35pm to discuss personnel matters- see separate meeting notes.

Re Opening of Regular Monthly Board Meeting took place at 8:53pm.

Adjournment of Regular Monthly Board Meeting took place at 8:54pm

Next meeting: February 13, 2024

Meeting Notes Respectfully Submitted by Barbara Skelly on 1/18/24.