

**HAMPTON BAYS PUBLIC LIBRARY**  
**MEETING OF THE BOARD OF TRUSTEES**  
April 9, 2024 7:00pm

**MEETING MINUTES**

**Present:** Michael Stutt, Frank Baker, Barbara Skelly, Barbara Jay, Stefani Joslin, Rosemary Sullivan, Stephanie McEvoy

**Absent:** Anthony Filorimo

**Guests:** Regina Kenter, Business Manager (And Al Coster was present for a portion of the meeting)

**Meeting was called to order** by President Michael Stutt at 7:03pm

**Pledge of Allegiance** was recited by all attendees.

**Adoption of the Agenda** - 1<sup>st</sup> motion B.Jay./2nd F. Baker, passes

**Audit Report** – by Al Coster of Baldessari & Coster – Thorough presentation of all financial info FY 2023, see report. HBPL financial position is sound and solid. Q & A followed.

**Approval of the minutes** of the March 12, 2024 Board Meeting - 1<sup>st</sup> motion R. Sullivan/2nd S. Joslin, passes

**Period of Public Expression I** - none

**Correspondence** - none

**Treasurer's Report**

- Warrant 'Schedule of Claims' - 1<sup>st</sup> motion S. Joslin/2nd R. Sullivan, passes
- Prepays - 1<sup>st</sup> motion B. Skelly/2nd F. Baker, passes
- Payrolls - 1<sup>st</sup> motion R. Sullivan/2nd F. Baker, passes
- Financial Reports - 1<sup>st</sup> motion B. Skelly/2nd F. Baker, passes

**Director's Report / Personnel Report** -Director gave a thorough report including increase in door counts; return of Dom Pensa after sick-leave; success of Staff Development Day activities on 3/29; installation of new handrail on back steps;new Gateway Theatre ticket program; ESL classes and preliminary Budget work.

**Committee Reports**

- Bylaws & Policy – no meeting
- Building & Grounds – no meeting
- Finance & Capital Endowment – no meeting, but one planned for late April
- Friends of the Library – see Director report info above
- Nominations – no meeting
- Strategic Planning – meeting took place this date, 6pm, see separate meeting minutes

**Old Business**

- Appreciation Gift – discussed various ideas to honor Friend's President who is leaving, and after discussion, group voted to name a section of the main floor Children's Room (permanently/Library funded) to be "Emily Cullings Coloring Corner" with special craft items and various decorations to designate. Gift to include a commemorative signage for this area, a framed certificate to explain/present to recipient; plus commemorative brick for walkway (plus "mini brick" to present to

recipient) and then a small celebration (Board sponsored) at a later date at a local restaurant honor outgoing President and new incoming President, Kate Berman.

- Mission Statement – group voted unanimously to adopt “version #2” of revised mission statement for publication on all media.

#### **New Business**

- Tapas Party – Credit Card fees – reminder to group that this Friend’s sponsored event occurs Friday 5:30pm on 5/10, and no additional credit card fees to be passed to attendees of the Friends of the Library.
- Resolution 24-04 – Landscape Maintenance – Vote to change vendor to Ferti-Lawn Inc. Votes: Stutt Y; Skelly-Y; Baker-Y; Joslin-Y; Jay-Y; Sullivan-Y and Filorimo – Absent, majority rules, therefore passes

**Period of Public Expression II** – none

**Executive Session** (Optional – Only if warranted) – none

**Adjournment** by President Stutt at 8:30pm; 1<sup>st</sup> motion M. Stutt/2nd F. Baker, passes

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**Next meeting:** May 14, 2024

Respectfully Submitted,  
Barbara Skelly  
Secretary