

HAMPTON BAYS PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
March 12, 2024 7:00pm

MEETING MINUTES

Present: Michael Stutt, Anthony Filorimo, Frank Baker, Barbara Jay, Stefani Joslin, Rosemary Sullivan, Stephanie McEvoy

Present via Zoom: Barbara Skelly (without voting privileges)

Guests: None

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

Pledge of Allegiance was recited by all attendees.

Oath of Office & Code of Ethics/Conflict of Interest – Rosemary Sullivan – completed.

Adoption of the Agenda – unanimous; 1st motion S.Joslin/2nd B. Jay, passes

Approval of the minutes of the February 20, 2024 Board Meeting and Exec Session - 1st motion F. Baker/2nd A. Filorimo, passes

Period of Public Expression I - none

Correspondence - Director read complimentary message re Sara Beddell from patron

Treasurer's Report

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

Director's Report / Personnel Report – Highlights included door counts; Completion of the very comprehensive NYState Report; favorable Audit Review by Accounting Firm; preparation of ERISA guidelines for staff retirements; return of Dom Pensa from medical leave and meeting with HB Historical Society to donate some welcomed historical artifacts. Also ESL classes growing and running smoothly with teaching personnel transitions.

Committee Reports

- Bylaws & Policy - no meeting at this time
- Building & Grounds – no meeting at this time
- Finance & Capital Endowment – no meeting at this time
- Friends of the Library – Director reported on activities that include prep for Golf event; plus discussion for a legacy/bequest type gift for departing Friends President – please give thought to what would be appropriate for finalization April meeting and presentation in May
- Nominations – no meeting at this time
- Strategic Planning - meeting planned for Tuesday April 9th 6pm to explore more than the existing LRP to include brainstorming future goals both financial and practical to ensure sustainability

Old Business

- Budget Vote Date 2024 reconsideration – conflict regarding timing of this date, therefore switching to August Board Meeting/Budget Presentation on Tuesday August 6th and then actual Budget Vote on Tuesday August 13th – unanimous decision by Board members

New Business

- Resolution 24-03 Approval of NY State Report - Votes Stutt Y; Filorimo-Y; Baker-Y; Joslin-Y; Jay-Y; Sullivan-Y and Skelly-abstain, therefore passes
- Mission Statement update – Three updated versions presented, all members are in favor of changing, just the addition of the word “literacy” somewhere; Director to revise and come back with revisions for final vote April Board Meeting.

Period of Public Expression II - none

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

Adjournment - President Stutt called meeting to an end at 7:56pm.

Next meeting: April 9, 2024