

HAMPTON BAYS PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
April 8, 2025 7:00pm

MEETING MINUTES

Present: Michael Stutt, Frank Baker, Barbara Skelly, Barbara Jay, Stefani Joslin, Jim Parker, Rosemary Sullivan, Susan Brosnan Treasurer, Stephanie McEvoy Director

Guests: None

Meeting was called to order by President Michael Stutt at 7:00pm

Pledge of Allegiance was recited by all attendees.

Adoption of the Agenda – 1st motion B.Skelly,/2nd J.Parker, passes

Approval of the minutes of the March 11, 2025 Board Meeting 1st motion B.Jay,/2nd F. Baker, passes

Audit Report – by Al Coster of Baldessari & Coster – a very detailed and comprehensive overview of our financial position was offered and hard copy booklets of corresponding info analyzed with questions from the Board and Director on various items. Auditor confirms that we are in a fairly positive financial position.

Period of Public Expression I –none.

Correspondence – Letter from patron thanking HBPL for hiring of citizenship liaison to conduct classes; Letter received from (known problematic) patron regarding a previous matter that had little to do with HBPL; email response from patron stating appreciation for sharing information explaining how an Executive Order issued on March 14 to defund the IMLS will affect libraries.

Treasurer's Report

Warrant 'Schedule of Claims' 1st motion S.Joslin,/2nd F. Baker, passes

Prepays 1st motion J.Parker,/2nd R.Sullivan, passes

Payrolls 1st motion B.Skelly,/2nd J.Parker, passes

Financial Reports 1st motion S.Joslin,/2nd B.Jay, passes

Director's Report / Personnel Report – Director reported on the following: EQ 1st contract payment recd; Success of Professional Development Day for staff; Success of St. Patrick's Day parade; 403B conversion topic; Trivia event success; Easter egg stuffing event; Building & Grounds Manager return to service from medical leave; Landscaper tasks; Citizenship tutoring; ESL class partnership; Speed bump/parking lot line painting; Nextrex Recycling program; Feasibility wish list progress; Board of Trustees door decal ; Friend's Gatsby Casino night postponed and Friend Spring Fest set for Saturday 5/10. Also personnel report to recap changes/adds/deletes.

Committee Reports

- Bylaws & Policy – no meeting
- Building & Grounds – Committee met 4/9 @6pm, notes attached
- Finance & Capital Endowment – Schedule meeting for April
- Fundraising & Community Outreach – Schedule meeting
- Friends of the Library – see Director report above
- Nominations – no meeting
- Strategic Planning - no meeting

Old Business

- None

New Business

- Resolution 25-05 Approval of 2024 Audit Report - Passed Unanimously. Votes: Stutt-Y; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-Y; Parker-Y; therefore 7/0/0 majority ruling allows passing.
- Resolution 25-06 Approval of 2024 Form-990 Passed Unanimously. Votes: Stutt-Y; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-Y; Parker-Y; therefore 7/0/0 majority ruling allows passing.
- Resolution 25-07 Approval to convert 403b to non-ERISA plan Passed Unanimously. Votes: Stutt-Y; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-Y; Parker-Y; therefore 7/0/0 majority ruling allows passing.

Period of Public Expression II – none

Executive Session – Motion made to move into Executive Session at 8:10pm to discuss a personnel matter 1st motion S.Joslin,/2nd F.Baker, passes See Separate Notes.

Adjournment of Board Meeting at 9:20pm 1st motion B. Skelly,/2nd S. Joslin, passes

Respectfully Submitted,
Barbara Skelly
Secretary

Next meeting: May 13, 2025