

HAMPTON BAYS PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
June 10, 2025 7:00pm

at Hampton Bays Public Library, 52 Ponquogue Ave. Hampton Bays, NY

MEETING MINUTES

Present: Michael Stutt, Frank Baker, Barbara Skelly, Barbara Jay, Stefani Joslin, Jim Parker, Stephanie McEvoy Director

Absent: Rosemary Sullivan

Present Via Speaker Phone: Susan Brosnan, Treasurer

Guests: Representatives from M&T Bank: Marwan Shaker, Ken Tretter and Jennifer Fasano

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 J. Parker/2nd F.Baker, passes

Approval of the minutes of the May 13, 2025 Board Meeting - 1st motion B.Skelly/2nd S.Joslin, passes

M&T Bank – Marwan Shaker and team did a thorough presentation of what this commercial bank could offer including competitive interest rates (i.e. mm=3.75%; t-bills=4%) , financial literacy programs, fraud protection, ACH's protection, event sponsorship--to mesh with Library's goal to grow our limited funds and also create a separate capital fund moving forward. Handouts provided. Local Manager is Emma Fisher.

Period of Public Expression I – none

Correspondence – Director reported (1) receipt of NY Blood Ctr certificate for our high level of blood donations, (2) HBCA letter rejecting Director's application for membership and (3) letter from book store volunteer expression distress concerning a rumor that Book Store is closing (Director read reply to assuage volunteer that this is not happening).

Treasurer's Report

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

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

Payrolls - 1st motion S.Joslin/2nd F.Baker, passes

Financial Reports - 1st motion J. Parker/2nd B.Jay, passes

Director's Report / Personnel Report – Director reported on the following: Door Counts way up; Budget discussion w/school; Retirement event for Bldg&Grounds Mgr; Trivia event; News Literacy event at Hampton Bays Schools; Feasibility study progress; New Bldg&Grounds Mgr onboarding; New Head of Adult Services progress; LI Library Conference reports from staff; ESL classes and various personnel changes.

Committee Reports

- Bylaws & Policy – no meeting
- Building & Grounds – no meeting, but a plan to meet end July/early Aug to review Feasibility study
- Finance & Capital Endowment – no meeting
- Fundraising & Community Outreach – no meeting

- Friends of the Library – Director reported on net gain of \$1K for Spring Festival and Book Store clean-up progress
- Nominations – no meeting
- Strategic Planning - no meeting

Old Business

- None

New Business

- Budget vote mailer - all members in agreement that separate informational mailer to be created as done in 2023 for 2024 budget.
- Duct Cleaning – may not be required or not as extensive as originally thought, more info to follow
- Resolution 25-09 Renewal of Agreement for Legal Services – pro forma to renew existing company contract moving forward. Passed Unanimously. Votes: Stutt-Y; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-abs; Parker-Y; therefore 6/1/0 majority ruling allows passing.

Period of Public Expression II – none

Executive Session – if required – none

Adjournment Meeting was adjourned at 8:41pm 1st motion B.Skelly/2nd J. Parker, passes

Next meeting: July 8, 2025

Respectfully Submitted,
Barbara Skelly
Secretary