

HAMPTON BAYS PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
May 13, 2025 7:00pm

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

Meeting Minutes - UNAPPROVED

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 Vice President Frank Baker at 7:09pm and President Stutt arrived soon after.

Pledge of Allegiance was recited by all attendees.

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

Approval of the minutes of the April 8, 2025 Board Meeting 1st motion B.Skelly,/2nd B.Jay, passes

Period of Public Expression I – None

Correspondence – Director read a lengthy email from a local Yoga studio owner wanting to “partner” with the library, but to no specific conclusion or plan. This instructor had approached the Library in 2014 accusing the library of competing with/ and hurting local businesses. This recent correspondence was similar in nature.

Treasurer’s Report – presented by Susan Brosnan, welcome back to Susan.

Warrant ‘Schedule of Claims’ 1st motion S. Joslin/,/2nd M. Stutt, passes

Prepays 1st motion B.Skelly/,/2nd B. Jay, passes

Payrolls 1st motion J.Parker/,/2nd S. Joslin, passes

Financial Reports 1st motion B. Skelly/,/2nd F. Baker, passes

Director’s Report / Personnel Report – Director reported on the following: Various job vacancies posted and hired for; VOYA 403b conversion in progress; Utica Ins risk assessment activities completed; closing of 2024 construction grant; Maintenance Supervisor retirement celebration; Chamber of Commerce Easter Egg Hunt success; ESL class statistics. Also Personnel Report reflecting various changes.

Committee Reports

- Bylaws & Policy – no meeting
- Building & Grounds – no meeting
- Finance & Capital Endowment – meeting occurred 4/15/25, focused mainly on Yearly Budget Review
- Fundraising & Community Outreach – meeting occurred 5/13/25; committee developed targeted list of potential donors; developed “elevator speech” will follow up in June
- Friends of the Library – meeting occurred, focused on review of Spring Festival (very successful) Also discussion about overcrowded conditions in Twice Sold Book Store, in danger of not passing Fire Inspection
- Nominations – no meeting

- Strategic Planning -no meeting

Old Business

- None

New Business

- Budget Draft 2026 - reviewed extensively looking at various scenarios
- Budget vote date set for Wednesday August 13th, 2 representatives needed from School District Office
- Resolution 25-08 Approval of 2026 Proposed Operating Budget - 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 – if required – none

Adjournment Occurred at 8:30pm

1st motion B.Skelly/,/2nd F. Baker, passes

Next meeting: June 10, 2025

Respectfully Submitted,
Barbara Skelly