

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

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

**MEETING MINUTES – UNAPPROVED**

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

**Absent:** Michael Stutt

**Guests:** None

**Meeting was called to order** by Vice-President Frank Baker at 7:00pm

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

**Adoption of the Agenda** – 1<sup>st</sup> motion R.Sullivan,/2<sup>nd</sup> S.Joslin, passes

**Approval of the minutes** of the June 10, 2025 Board Meeting 1<sup>st</sup> motion S.Joslin,/2<sup>nd</sup> J.Parker, passes

**Period of Public Expression I** – None

**Correspondence** – None

**Treasurer's Report**

- Warrant 'Schedule of Claims' - 1<sup>st</sup> motion J.Parker,/2<sup>nd</sup> B.Skelly, passes
- Prepays - 1<sup>st</sup> motion J.Parker,/2<sup>nd</sup> B.Skelly, passes
- Payrolls - 1<sup>st</sup> motion J.Parker,/2<sup>nd</sup> B.Skelly, passes
- Financial Reports - 1<sup>st</sup> motion J.Parker,/2<sup>nd</sup> B.Skelly, passes

**Director's Report / Personnel Report** – Director reported on monthly door counts; receipt of remainder of 2025 tax levy income; 2024 construction grant retainage % receipt; Grand Central Station NYC tour success; comprehensive ALA Conference Report provided; Feasibility Study progress; new software program "Lending Key"; new Bldg & Grounds Mgr activities; ESL attendance and Summer Reading Kick Off Party sponsored by Friends. In addition, progress being made with Friends Book Store clean-up and simple space-saving renovations along with notice of cancellation for Great Gatsby event.

**Committee Reports**

- Bylaws & Policy – no meeting
- Building & Grounds – no meeting
- Finance & Capital Endowment – no meeting
- Fundraising & Community Outreach – no meeting
- Friends of the Library – see Director notation above
- Nominations – no meeting
- Strategic Planning - no meeting

**Old Business**

- Duct Cleaning – postponed as Bldg & Grounds Mgr checked all vents and system is in good shape right now. Also confirmed by an outside contractor specializing in this area.

**New Business**

- Budget vote mailer - all members reviewed and approved separate mailer to be sent out to patrons approx. 2 weeks in advance of Budget vote date.
- Resolution 25-10 Approval for 2026 Operating Budget Tax Cap Override Passed Unanimously. Votes: Stutt-abs; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-Y; Parker-Y; therefore 6/0/1 majority ruling allows passing.

**Period of Public Expression II** – none

**Executive Session** – if required – none

**Adjournment** at 7:50pm 1<sup>st</sup> motion B.Skelly,/2<sup>nd</sup> R.Sullivan, passes

**Next meeting:** August 12, 2025

Respectfully Submitted,  
Barbara Skelly  
Secretary