

HAMPTON BAYS PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
January 13, 2026 7:00pm

MEETING MINUTES - UNAPPROVED

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

Absent: None

Guests: None

Meeting was called to order by President Michael Stutt at 7:17pm

Pledge of Allegiance was recited by all attendees.

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

Approval of the minutes of the December 9th, 2025 Board Meeting 1st motion B. Skelly,/2nd F.Baker, passes

Period of Public Expression I – None

Correspondence – Director McEvoy read a complimentary message from the HBCivic Assocation (Pres. Eileen McPhelin) thanking McEvoy and Skelly for recent presentation to the group, explaining Library's resources; facts and figures; community benefits and trustee roles. Director McEvoy read another letter from WHB Library Patron Diane Herold complimenting/thanking Donna Valle for excellent coordination of HB Library NYC bus trips.

Treasurer's Report

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

Director's Report / Personnel Report – Director McEvoy reported on the following: Door counts; funds moved from Dime to M&T Bank; NYSHIP 9% premium increase; success of Friends' Magical Sleigh Ride event; Staff evaluations; weather closures/delays December; Nat'l Citizenship Teacher award by VFW participation; Xmas lights outdoor decorations; Trex bench award from recycling efforts! ESL programming (increased attendance); professional development program attendance and staff count/personnel reports.

Committee Reports

- Bylaws & Policy - report on 12/16/25 meeting – positive meeting, resultant in some changes (resolution below) re meeting attendance and communications
- Building & Grounds – no meeting
- Finance & Capital Endowment - no meeting
- Fundraising & Community Outreach – no meeting
- Friends of the Library – no meeting
- Nominations – no meeting
- Strategic Planning - no meeting, but robust discussion at this meeting re: 2026 planning to include a portion of "idea generation" in each forthcoming Board meeting and develop a concrete workable plan to improve the Library's physical plant

Old Business

- None

New Business

- Resolution 26-01 Approval for adjustment to 2026 Operating Budget - Passed Unanimously. Votes: Stutt-Y; Parker-Y; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-Y therefore 7/0/0 majority ruling allows passing.
- Bylaw revisions for discussion – Good discussion re: updating meeting attendance and communications clauses for 2026
- Resolution 26-02 Revisions to HBPL Trustee Bylaws - Passed Unanimously. Votes: Stutt-Y; Parker-Y; Baker-Y; Skelly-Y; Joslin-Y; Jay-Y; Sullivan-Y therefore 7/0/0 majority ruling allows passing.
- 2026 Budget Vote date – Board agreed August 12, 2026 for vote
- Collection of trustee evaluations – A yearly self-evaluation; handed in by Trustees
- Review of Board of Trustee Goals for 2026 – Positive Discussion re appropriateness and currency of existing goals, addition of #11 “Improve Environmental and Sustainability Efforts working towards paperless operations” wording may be tweaked a bit
- Staff Development Day closing – Friday, March 13th
- Paperless Board Packets – discussion re: usage of tablets or other devices by Trustees in lieu of hard copies; a ‘table vote’ (informal) resulted in unanimous agreement with proviso of creation of e-policy and training support.
- Meeting draws towards close with President Stutt thanking Trustees for a great, productive, cooperative year of work in 2025. Trustees, in turn, thanking President Stutt for his skillful leadership, guidance, patience and knowledge.

Period of Public Expression II – None

Executive Session – If necessary – None

Adjournment at 8:51pm - 1st motion S.Joslin, 2nd M.Stutt, passes

Next meeting: February 10, 2026

Respectfully submitted,
Barbara Skelly
Secretary