HAMPTON BAYS PUBLIC LIBRARY

MEETING OF THE BOARD OF TRUSTEES

November 10, 2026 7:00pm

MEETING MINUTES UNAPPROVED

Present: Michael Stutt, Barbara Skelly, Barbara Jay, Rosemary Sullivan, Jim Parker, Susan Brosnan, Stephanie McEvoy Director
Absent: Frank Baker, Stefani Joslin
Guests: None
Meeting was called to order by President Michael Stutt at 7:08pm
Pledge of Allegiance was recited by all in attendance.
Adoption of the Agenda 1st motion J.Parker/2nd B.Jay, passes
Approval of the minutes of the October 13 Board Meeting 1st motion B.Skelly/2nd J.Parker, passes
Period of Public Expression I - none

Correspondence - none

Treasurer's Report

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

Director's Report / Personnel Report - Director reported on the following: increased door counts; positive ESL attendance numbers; IT upgrades/lifecycle inventory/computerization priorities; Utica Ins Co. claim receipt; July 4th storm-damaged trees removed; new Suffolk Theatre discount; adult computer room floor replacement; change in cleaning company due to poor performance; addition of social-work interns; HB HighSchool playbill ad; revisions to Public Order/ Patron Code of Conduct policy; trustee training and new Peace Pole donation by Rotary Club.

Committee Reports

- Bylaws & Policy - no meeting
- Building & Grounds - no meeting
- Finance & Capital Endowment - no meeting
- Fundraising & Community Outreach - brief meeting held prior to Board meeting-general discussion of future fundraising ideas and possible survey to assess patron feedback and desires.
- Friends of the Library - meeting liaison reported on Friends contribution of $4220 for new Library computers; Ukelele Club donation by a patron for new PA equipment; $657 sales from E-bay; and their need for a social media/web volunteer member
- Nominations - no meeting
- Strategic Planning - no meeting

Old Business

- None

New Business

- SCLS Annual Budget for Board review & approval - reviewed and discussed, unanimously approved by all

- Resolution 26-17 One Service Cleaning & Building Maintenance - Passed Unanimously. Votes: Stutt-Y; Parker-Y; Baker-abs; Skelly-Y; Joslin-abs; Jay-Y; Sullivan-Y therefore 5/0/2 majority ruling allows passing.
- Resolution 26-18 Approval of revisions to Maintenance of Public Order/Patron Code of Conduct - Passed Unanimously. Votes: Stutt-Y; Parker-Y; Baker-abs; Skelly-Y; Joslin-abs; Jay-Y; Sullivan-Y therefore 5/0/2 majority ruling allows passing.
- Trustee self-assessment - President Stutt handed out form to be completed by all trustees and returned prior to December meeting

Period of Public Expression II - none

****NEW Strategic Plan Discussion -** none

Executive Session – if necessary - Board voted to hold an executive session to discuss a staff member matter 1st motion B.Skelly/2nd /R.Sullivan, passes and moved into session at 7:46pm See separate notes

Adjournment of the regular Board meeting occurred at 8:27pm 1st motion J.Parker/2nd M.Stuff, passes

Next meeting: December 8, 2026

Respectfully Submitted,
Barbara Skelly
Secretary