

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY
Wednesday, March 15, 2017
MINUTES

Present: Louise Collins, Tom House, Jackie Poole, John Vendetti, Tom White, Sarah Stenn, Matthew Rojano, Sandra Ferguson.

Absent: Harvey Loomis

President Collins called the meeting to order at 3:36 pm.

Tom White moved, Sandra Ferguson seconded and the Board voted unanimously to approve the agenda dated March 15, 2017.

John Vendetti moved, Sandra Ferguson seconded and the Board voted unanimously to approve the minutes of the February 15, 2017 Regular meeting.

Tina Raymond, reporting from Friends of the Library, confirmed the Summer Party date of July 15 at the Wesnofske Farm on Scuttle Hole Road in Bridgehampton, She also reported on the author lineup for Fridays at Five, which has one open slot, and discussed various publicity and marketing strategies for the authors.

The Director announced a \$500 grant from the Bridgehampton Association for Sewing Machines, bringing the 2016 Annual Appeal total to \$47,500 with 156 donors, as of 3/8/17.

In correspondence, there was a letter of resignation from local history and reference librarian Julie Greene, dated February 16, 2017, announcing March 2, 2017 as her last day at the Library after nearly fifteen years to focus her time on a new opportunity.

Director Harris reported on wrapping up the HVAC and Print Management System paperwork; the upcoming annual Egg Hunt on April 15, for which 5000 eggs had already been filled; preparation for the Budding Authors program on April 6 at 1 PM; an imminent article in the *Wall Street Journal* on non-traditional items on loan at the Library; plans for the Friends retreat at the Library on April 20 with Jerry Nichols; and policies to be reviewed at the next Policy Committee meeting, including art gallery displays and meeting room use.

Tom White moved, Matthew Rojano seconded and the Board voted unanimously to accept the Director's Report and Departmental Reports for the period of February 1, 2017 through February 28, 2017.

In Unfinished Business, Director Harris announced the final payment and closeout of the HVAC upgrade. She also discussed, in Building Maintenance, contractors' offers and quotes for the exterior painting of the Library. The Building and Grounds Committee has selected Ince Painting for the job, which will start the end of March and take from 3 ½ to 4 weeks to complete. In New Business, there was a discussion of National Library Week in April. At the suggestion of Sandra Ferguson, the Board discussed possible ways to recognize Library staff on Tuesday, April 11,

The Hampton Library in Bridgehampton
Minutes of the March 15, 2017
Regular Meeting

National Library Workers' Day. And Director Harris invited all to attend the National Library Week Social on Friday, April 14 from 12pm to 3pm.

Sandra Ferguson moved, Tom White seconded and the Board voted unanimously to enter executive session at 4:16 pm, and the regular meeting resumed at 4:32 pm.

Tom House moved, Tom White seconded and the Board voted unanimously to approve the following financial matters on a consent basis: A. DISBURSEMENTS a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 02/15/2017 to 03/03/2017 numbered 13858-13867 in the amount of \$25486.95; and b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 03/08/2017 numbered 13868-13903 in the amount of \$21804.34. B. PAYROLL a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 01/18/2017-01/31/2017 in the amount of \$24762.36 and 02/01/2017-02/14/2017 in the amount of \$24152.02. C. FINANCIAL REPORTS a. Resolved that the Board of Trustees of the Hampton Library accepts the Operating Financial Reports prepared by Danielle Menchise, the Library's Business Manager, for the period 01/01/2017-01/31/2017.

Matthew Rojano moved, Sandra Ferguson seconded and the Board voted unanimously to accept Operational Resolution A: Resolved the Board of Trustees of the Hampton Library approves the proposal by INCE Painting for the exterior painting of the Library.

Jackie Poole moved, John Vendetti seconded and the Board voted unanimously to adjourn the meeting at 4:37pm.

*Respectfully submitted,
Tom House, Vice President, in Secretary Harvey Loomis' absence*