

MEETING OF THE BOARD OF TRUSTEES OF THE HAMPTON LIBRARY

October 21, 2015

MINUTES

President Bruce Kaplan called the meeting to order at 3:34pm.

Present: Bruce Kaplan, Louise Collins, Jackie Poole, Matthew Rojano, Sandra Ferguson, Tom House, Harvey Loomis, Mary Lee (by Skype), John Vendetti.

Cathie Gandel, Co-President of Friends of the Library, was present as an invited guest.

Bruce Kaplan moved, John Vendetti seconded and the board unanimously approved the proposed agenda dated October 21, 2015.

Harvey Loomis moved, John Vendetti seconded and the Board unanimously approved the minutes of the September 16, 2015 regular monthly meeting.

The Director announced that the Library has received a \$5000 grant from the Ovarian Cancer Society Research Foundation; and a \$500 donation in memory of the recently deceased Anna Pump from Donna and Thomas Oplinger.

The Director shared an invitation from the Suffolk Cooperative Library System to attend the Trustees Annual Workshop on Tuesday, November 10 at 7:00 pm in Bellport.

Cathie Gandel invited members of the Board to attend the next meeting of the Friends of the Library on October 27 at 1:30 pm at the Hampton Library. She also reported that both Fridays at Five and the Friends' summer fundraising cocktail party had brought in about \$3000 more than last year's events. Several Board members commented that the cocktail party had been a very enjoyable affair.

The Director announced that the HVAC remediation project is making tangible progress: the foundation for the HVAC shed in the back yard was poured today, and the long awaited cooling tower is scheduled to be installed on Friday October 23rd. By November 6th the various cooling and heating elements should be installed in the shed, and testing of the equipment will begin on November 11; it is still expected that the system will be wholly operational before Thanksgiving.

Two youngsters from the Hayground School – Isabelle Topliff and Sarah Forst -- have joined the Library staff as apprentices and are enjoying their time working in each of the different departments.

An unfortunate turn of affairs was the cancellation of the improved insurance plan for permanent staff members – announced at the last meeting with high enthusiasm. It turns out that the policy was indeed too good to be true, and so it had been abandoned. The Director has

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resorted to the Oxford insurance plan the Library has previously used. But the excellent eye doctor insurance policy described at the previous meeting is still in force.

The annual Halloween party and parade will be enhanced this year by the participation of many staff members, who will wear costumes of the various personas of the Peanuts cartoon family at the 10am story-time and then during the parade down Main Street; the kids will be carrying blue Library tote bags to collect their Halloween goodies. Good advertising.

The Director's plan to improve the water fountains, described at the last meeting, have been delayed because Hardy plumbing has not responded to her request for an estimate. She will approach another supplier upon her return from a two-week holiday in Hawaii – which begins tomorrow.

Pierre's: Pierre has had a sanitation engineer inspect his septic system, but there still has been no adequate response to the Library's letter of last month requesting the restaurant's plan for fixing the septic problems that have occurred over the last month or so.

According to Louise Collins, Pierre's scheme for the building's second-floor renovation is to establish a kind of social club with limited membership, which patrons would join – for a fee.

The ALA midwinter meeting, which several members of the staff may attend, takes place in Boston in January. This discussion was tabled until the November meeting.

At 3:50, Louise Collins moved, Tom House seconded and the Board voted unanimously to enter executive sessions for personnel matters. The regular meeting resumed at 4:07.

Tom House moved, Louise Collins seconded and the Board voted unanimously to approve The following financial matters.

A. DISBURSEMENTS

a. Resolved that the Board of Trustees of the Hampton Library approves the prepayments of checks dated 9-16-15 numbered 13039-13042 in the amount of \$1639.84

b. Resolved that the Board of Trustees of the Hampton Library approves the disbursements of checks dated 10-15-15 numbered 13043-13087 in the amount of \$227989.00

B. PAYROLL

a. Resolved that the Board of Trustees of the Hampton Library approves the payroll for the periods 08/19/2015 – 09/01/2015 in the amount of \$23552.34 and 09/02/2015 – 09/15/2015 in

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the amount of \$22573.30.

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 9/01/15-9/30/15

b. 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 9/01/15-9/30/15.

Jackie Poole moved, John Vendetti seconded and the Board voted unanimously to adjourn the meeting at 4:10 pm.

Respectfully submitted,
Harvey Loomis, secretary.