The monthly meeting of the East Hampton Free Library Board of Managers was held Feb. 13, 1975 at 2 p.m. in the Board Room. Mrs. Michael Laspia, president, presided. Board members not present were Mrs. Brett, Mrs. Day Mrs. Hall, Mrs. Ham, Mrs. Kerr and Miss Morgan.

The minutes of the Jan. meeting were read and approved, upon motion duly passed. The minutes of a special meeting held Jan. 23, 1975 were read and approved, upon motion duly passed.

The Treasurer's report showed a balance on hand Jan. 1, 1975 of $121.00 with receipts totaling $30,056 and disbursements of $20,950 leaving a cash balance Jan. 31, 1975 of $9,106.

Upon motion made, seconded and carried the Treasurer was authorized to sell 225 shares of National Steel upon the advise of Mr. Malcolm Aldrich. A motion was duly passed designating the Valley Bank of New York, the Sag Harbor Savings Bank, and Eastern Federal Savings and Loan, depositories for library funds.

Mrs. Laspia welcomed Mrs. Beth Gray on behalf of the Board as our Head Librarian. Miss Laura Kahkohnen attended the meeting to announce her resignation from the staff to accept a position as reference librarian in Wilton, Conn. The Board extended its good wishes to her for success in this new position.

In Mrs. Gray's report as Head Librarian she noted the adult circulation had risen 32% and juvenile 60% over Jan. 1974. She indicated a number of possible reasons including the high cost of buying books, poor weather, fewer people going south, and less money for entertainment among them. Due to increased usage extra hours have been asked of both Mrs. Maxine Clark and Miss Suzanne Steele.

For the Children's Room, Mrs. Gray reported continued increased usage of its facilities. Films have been ordered for the summer programs for 3-6 yr olds and 7-12 yr. olds.

Miss King reported the busiest month since the Fall of 1971.

Mrs. Vetault reported for the building committee that the total to date of cash and pledges relating to the building fund had reached $62,263.44. The architect for the new wing, Mr. Alfred Schaeffer, attended the meeting to display interior plans to be considered by the Board. Discussion and questions followed. A motion was duly passed authorizing the Building Committee to make necessary decisions required during the formulation of building plans.

Mrs. Frank Dayton presented the list of "In Memoriam" books and has acknowledged the Library's appreciation of these gifts.

A motion was made seconded and carried requesting that the position of temporary Children's Librarian be offered to Miss Linda Demmers for a period ending Sept. 15, 1975 at a salary of $8,000 per annum.

There being no further business, upon motion, the meeting adjourned.

Respectfully submitted,

[Signature]

Secretary
The monthly meeting of the Board of Managers of the East Hampton Free Library was held March 13, 1975 at 2 p.m. in the Board Room. Mrs. Michael Laspia, president, presided. Those members absent were Mrs. Brett, Mrs. French, Mrs. Hall, Mrs. Ham, Mrs. Kerr, Miss Morgan, and Mrs. Vetault.

The minutes of the February meeting were read and approved, upon motion duly passed.

The Treasurer's report was presented by Mrs. Laspia in Mrs. French's absence, showing a balance on hand Feb. 1, 1975 of $9,106 with receipts totaling $9,694 and disbursements of $17,170, leaving a cash balance on hand Feb. 28, 1975 of $1,630.

Mrs. Gray, Head Librarian, noted in her report an increasing use of the Suffolk Co-operative Library System's volumes, with 75 requests being filled this month. Patrons have become gradually aware of this service's availability. Two new employees were approved by the Board-Mrs. Jane Sferazza, to work a 14 hr. week at $2.00 per hr. and Miss Janet Croce, a teacher, for the Children's Room on a part time basis at $3.50 per hour, becoming $3.75 per hour June 15, when she will work full time. Mrs. Gray also reported issuing a total of 960 cards to Town residents.

Miss King, for the Long Island Room, displayed and spoke of gifts to the collection of latch keys from Gardiners Island and books including the 1926-1939 volume of the East Hampton Town Trustees published in 1975, and others about the area or by local authors. A continued increased usage of the material by researchers may be also noted.

Mrs. Hopkinson, for the building committee has requested a meeting of the fund raisers for Friday, March 21 at the Library. Mr. Schaeffer's preliminary drawings of the interior layout of the upstairs office space and the new J.E.R. Memorial wing were discussed by the Board and upon motion made, seconded and carried, approved for presentation to the advisory board.

Mrs. Day, for the Planning Committee, asked the Board to be especially aware of the need for additional professional help at the Library now that we are without a Librarian for the Children's Room and reference work. A motion was made, seconded and carried to hire Mrs. Wm. Barclay for weekly story hours in July and August for a fee of $200.

The Board noted a need for increased staff parking opposite Edwards Lane. After discussion a motion was made, seconded and carried agreeing to sell the garage on the Kimball lot to be removed and use the proceeds to improve the parking area. Mr. Everett Rattray will be given first refusal on the purchase of the garage. Mrs. Helen Abel agreed to investigate this proposal.

Upon motion duly passed, the Library will be closed Good Friday from 12-3 p.m.

There being no further business, upon motion the meeting adjourned.

Respectfully submitted,

[Signature]

Secretary
The Board of Managers of the East Hampton Free Library held its monthly meeting April 10, 1975 at 2 p.m. in the Board Room. Mrs. Michael Laspia, president, presided. Those members absent were Mrs. Abel, Mrs. Ham, Mrs. Light, and Mrs. Kerr.

The minutes of the March meeting were read and approved, upon motion duly passed.

Mrs. French presented the treasurer's report showing a balance on hand March 1, 1975 of $1,630 with receipts totaling $7,026 and disbursements of $7,927 leaving a cash balance March 31, 1975 of $729.00.

In Mrs. Gray's report as Head Librarian, she made the Board aware of the staffing problems due to too few people, but as she is able to train new personnel the situation should improve. She also presented to the Board the facts pertaining to advantages the library enjoys as a member of the Suffolk Co-operative Library System, a great resource for our patrons.

Miss King reported a very active month in the Long Island Room. Microfilming of the East Hampton Star has been completed for the years 1967-1968.

Mrs. Gray brought to the Board's attention the difficulties of designating a place for bookkeeping work to be carried on. After discussion the Board duly passed a motion to purchase a desk costing about $200.00 from the History account to be used for this purpose. Temporarily, the desk will be placed in the Children's Room, later to be moved upstairs to the proposed "office area".

Mrs. Hopkinson reported that Mr. Alfred Scheffer had completed the working drawings for the J.E.B. Memorial wing and wishes to present them to three contractors for bids, namely: Pat Trunzo, Ernest Dayton, and Koral Brothers. A motion was made, seconded and carried agreeing to this proposal. To date pledges and cash for the new wing total $80,144.45. An appeal letter will soon be sent to our registered borrowers and the general public for support of our building fund. Activities benefiting the fund are being planned including an introduction to the library on May 18, by invitation, an art exhibit in conjunction with Guild Hall May 25, and a dinner given by Mr. Craig Claiborne at his home in the summer. Upon motion made, seconded, and carried, the Board agreed to send Guild Hall requested materials from the Long Island Collection for the exhibit in May honoring the Bicentenniel. Library board members serving on this committee with Guild Hall are Mrs. Light, Mrs. Hopkinson, Mrs. Magill and Miss King.

The annual book sale will take place Friday evening May 23 and all day Saturday May 24 with Mrs. Ann Light as chairman. Again the "Garden Mart" will be on May 24 under the auspices of the Garden Club of East Hampton.

Mr. Lee Bendheim, the Suffolk Co-operative Library System trustee representing East Hampton and Shelter Island Towns attended the meeting to inform the Board of Managers of problems and concerns, mostly fiscal, facing that organization. The S.C.L.S., located in Bellport, has 52 member libraries and a budget of $1,589,000, contributed by the State, County and Federal governments. The "system" is governed by the New York State Board of Regents. Mr. Bendheim presented a reapportionment plan for the Boards approval giving our representative one vote as trustee, each vote representing approximately 50,000 of population. Upon motion made, seconded and carried the East Hampton Free Library Board approved the reapportionment plan and requested Mrs. Laspia to so notify the S.C.L.S. Board of Trustees.

There being no further business, upon motion the meeting adjourned.
The Board of Managers of the East Hampton Free Library held its monthly meeting May 15, 1975 at 2 p.m. in the Board Room. Mrs. Michael Laspia, pres. presided. All members were present.

The minutes of the April meeting were read and approved, upon motion duly passed.

The Treasurer's report showing a balance on hand April 1, 1975 of $720 with receipts totaling $9,280 and disbursements of $8,367 leaving a cash balance of $913 was approved, upon motion duly passed. A motion was made seconded and carried authorizing Mrs. French retroactive to 4/13/75 to renew a savings certificate valued at $1129.27 at 7½% due 4/13/79.

Miss King noted for the Long Island Room much interest in genealogical material. Other subjects researched include colonial houses in East Hampton, property lines, early household inventories to name a few. Miss King attended the Long Island archives conference at C.W. Post College and heard a speaker on genealogy and a program of early music.

The Children's Room is continuing to have visitors from all the local schools. Mrs. Janet Croce is familiarizing herself with the workings of the collection and planning the summer program.

Mrs. Gray and the staff were visited by Mr. Donald Bennett of the East Hampton Fire Dept. and given a demonstration of the use of our fire extinguishers. She considered it an excellent training session. A number of magazines dropped from our subscription list have been renewed thanks to contributions made by the American Association of University Women. Mrs. Gray has ordered a new edition of Compton's Encyclopedia for the Children's Room. Circulation for April totaled 7601, an increase of 1066 over the same period for 1974.

Mrs. Hopkinson reported that Mr. Alfred Scheffer had completed specifications for the J.E.R. Memorial wing and they would be reviewed by the building committee at a meeting May 16. She also gave out invitations to the Town History Book party to be held at Guild Hall Sunday May 25. A committee of Hostesses volunteered from the Board to assist at the party.

Notification has been received from the Manufacturers Hanover Trust of a bequest to the Library of $5,000 from the estate of Mrs. Charlotte Arndt.

Mrs. Magill reported that the Garden Mart will take place on the former Purple House property Saturday, May 24, when a variety of bedding plants, vegetables, flowers and herbs will be available.

Members of the Board volunteered to assist Mrs. Light with the book sale. Mrs. Light also spoke of her concern for the security of our valuable books at present housed in cases in both the Children's Room and the Board Room. Discussion followed with the Board's recommendation that bookcases that may be locked be purchased to protect these volumes, funds to come from the History account.

There being no further business, upon motion, the meeting adjourned.

Respectfully submitted,

Jean W. Osborne
Secretary
The annual meeting of the East Hampton Free Library Board of Managers
was held on May 15, 1975 at 3 p.m. in the Board Room. Mrs. Michael Lasplia
President, presided. All members were present.

A motion was duly passed electing Mrs. Russell Hopkinson temporary
chairman.

Upon motion duly passed the reading of the minutes of the annual meeting
of 1974 was omitted. The annual report of the treasurer was read by Mrs.
French and upon motion accepted with suggested modifications.

Mrs. Gray presented her report as Head Librarian and the report
covering the Children's Room. Miss King gave her report of activities
for the year in the Long Island Collection. Mrs. Lasplia presented the
president's report.

Upon motion made by Mrs. Vetault, the following persons were duly
selected:

To the Board of Managers for a four year term;
Mrs. Frank Dayton Miss Melissa Morgan
Mrs. Phillip Brett Mrs. Mark Hall

To the Advisory Board for a three year term;
Mr. Jacob Kaplan
Mr. John Meeker

Officers for the coming year;
Mrs. Thomas Magill President
Mrs. Ann Jones Light Vice-President
Mrs. Herbert French Treasurer
Mrs. S. Lewis Ham Assistant Treasurer
Mrs. Robert C. Osborne Recording Secretary
Mrs. C. Frank Dayton Corres. Secretary

There being no further business, upon motion the meeting adjourned.

Respectfully submitted,

[Signature]
Secretary
The monthly meeting of the Board of Managers of the East Hampton Free Library was held June 12, 1975 at 2 p.m. in the Board Room. Mrs. Thomas Magill, president, presided. Those members absent were Mrs. Brett, Mrs. Day, Mrs. Light and Mrs. Kerr.

The minutes of the May meeting were read and approved, upon motion duly passed.

The Treasurer's report showing a balance on hand May 1, 1975 of $913 with receipts totaling $11,057 and disbursements of $7,324 leaving a cash balance May 31, 1975 of $4,646 was approved, upon motion duly passed. A revised annual report was presented and approved, upon motion duly passed.

In Mrs. Gray's report of the Director, she noted that Miss Diane Benzunberg would replace Mrs. McCormick as secretary for a 35 hr. week this summer and a 20 hr. week during the winter. Upon motion the Board approved Miss Sue Steel's new position as desk assistant at $2.80 per hr. for a 35 hr. week. Mrs. Gray has been asked to have the Library participate in the Senior Community Service Aides Project which endeavors to place people over 55 yrs of age in on-the-job training in community and public service agencies. This federally funded project will pay the enrollee $2.10 per hr. for a 20 hr. week. Miss King feels she may be able to use someone from the project in the Long Island Room and upon motion duly passed the Board approved the Library's participation in the project.

Miss King reported a quiet month in the Long Island Room.

Mrs. Ham informed the Board that Mrs. Saul Wolf has given 100 shares of Atlas Corporation to aid the J.E.R. Memorial Building Fund. Upon motion made seconded and carried the following resolution was adopted:

"Resolved that the Treasurer, Mrs. French may sell 100 shares of Atlas Corporation stock, the proceeds to benefit the Building Fund."

Upon motion made seconded and carried the following resolution was adopted:

"Resolved that the Treasurer Mrs. French, may purchase 200 shares of Virginia Electric and Power Co. preferred stock with the $5,000 bequest from Mrs. Charlotte Arndt and $299.74 from the general fund."

The proceeds from the annual book sale totaled $1,493.08 plus $227 from chances on Mrs. Day's rug and a set of books.

Mrs. Abel reported that a dead dogwood tree will be removed this month. Other repairs and ground maintenance are being done by Mr. Olsheviski, our custodian.

Mrs. Hopkinson asked the Board to consider alternatives to the sale of Childe Massam's painting "Home Sweet Home" by the Hirshl Gallery. After discussion Mrs. Hopkinson agreed to inquire about presenting the painting for sale at auction in the Fall at Parke Bernet.

The Moran painting was discussed and it was noted that the Library should consider itself a repository for Moran works of art as well as the biographical collection.

The Board recommended that the books in the Dorothy Quick Room be removed to the basement until locked cabinets can be obtained. A recent appraisal valued the Dorothy Quick ivories at approximately $8,000.
A letter was sent this month to the Town of East Hampton requesting Federal Revenue Sharing funds for 1975-76.

The Garden Club of East Hampton has given over $1,400 to the East Hampton Free Library—proceeds from the Garden Mart held May 24, 1975 on the Library grounds.

The Board of Managers was invited by Mrs. Magill to attend a lecture at the Library, Wed. July 9th at 5 p.m. given by Dr. Wm. van Heyningen, master of St. Cross College of Oxford University. He will talk about the famed Bodleian Library.

Upon motion duly passed, the Board agreed to appoint Mrs. Beth Gray Director of the East Hampton Free Library. Mrs. Gray is enjoying her work at the Library and the Board is pleased with her and do not require any further "trial period" as noted in the minutes of the special meeting held Jan. 23, 1975.

There being no further business, upon motion the meeting adjourned.

Respectfully submitted,

[Signature]

Secretary
The monthly meeting of the Board of Managers of the East Hampton Free Library was held July 10, 1975 at 10 a.m. in the Board Room. Mrs. Thomas Magill, president, presided. Those members absent were Mrs. Brett, Mrs. Day, Mrs. Dayton, Mrs. Light, and Mrs. Kerr.

The minutes of the June meeting were read, corrected and approved, upon motion duly passed.

The Treasurer's report showing a balance on hand June 1, 1975 of $4,646 with receipts totaling $23,723 and disbursements of $23,403, leaving a cash balance June 30, 1975 of $4,966 was approved, upon motion duly passed.

Mrs. Croce reported a beehive of activity in the Dorothy Quick Room with the "Jungle Safari Reading Club" a huge success. Forty to fifty children attended the films "Meet Me in St. Louis" and "Heidi".

In the report of the Director, Mrs. Gray noted that the Town of East Hampton had renewed the $20,000 Revenue Sharing grant for 1975-76. She also reported that Mr. Carlton Kelsey would be able to install locks on the glassed cabinet in the Red Room and put doors on the shelves in the Dorothy Quick Room at an estimated cost of $400.00. The Dorothy Quick books have been removed to the basement. In regard to the Suffolk Cooperative Library System, the reapportionment plan approved by the State will have one trustee representing East Hampton and Southampton towns, elected at a referendum held by the libraries in these two townships.

The Long Island Room has been crowded with researchers gathering material for projects including a bicentennial exhibit of local life styles, slated for next Spring, a survey of Long Island windmills, Gardiner's Island, Montauk Indians, the Dongan Patent, to name a few.

 Upon Mrs. Ham's recommendation the following resolution was proposed, seconded and carried;

"Resolved to assign the authority to deposit funds and write checks for the general fund to Mrs. Michael Laspia."

Miss Morgan, for the house committee, reported that extensive repairs were needed on the furnace servicing the Children's Room. The Board recommended further consultation before action should be taken.

The garage on the Kimbal lot has been sold to Mrs. William Glickman for $2,000 and removed from the property.

Mrs. Hopkinson reported a total of $98,286.07 in the J.E.R. building fund. At her request, the sale of the Childe Hassam painting was also discussed and upon motion duly passed, the Board agreed to sell the painting for a net yield of $18,000.

Parking for the staff was discussed with the recommendation that the East Hampton Village building inspector be consulted and bids for the project be obtained.

Mrs. Magill brought to the attention of the Board the deteriorating condition of the chinese cabinets in the Dorothy Quick Room. The Board agreed that they should be maintained and suggested an estimate for the necessary work be obtained.

Mrs. Magill has asked Mrs. Frank Dayton to write a history of the Board of Managers of the Library.

There being no further business, upon motion, the meeting adjourned.

[Signature]
Secretary
A special meeting of the Board of Managers of the East Hampton Free Library was held Monday July 28, 1975 at 10 a.m. in the Board Room. Mrs. Thomas Magill, president, presided. Mrs. Day was absent.

Mrs. Magill called the meeting to order indicating that the Board was being asked to consider a low bid from the contractor and to review the contract for building the Jeannette Edwards Rattray memorial wing.

Mr. Malcolm Aldrich, president of the Advisory Board and Chairman of the fund raising committee, presented the financial condition of the fund which has to date $111,000 cash plus pledges of about $14,000 due this summer and additional pledges over a 2 year period totaling $20,000 giving an anticipated total of $145,000. A revised low bid, omiting some non-contract items from Mr. Pat Trunzo was for $162,828. Mr. Aldrich advised the Board to sign the contract assuring the Board he anticipated no difficulty raising the remaining money.

Mrs. Hopkinson presented the contract to the Board and the non-contract items for consideration with a complete set of building plans. After discussion a motion was made, seconded, and carried unanimously agreeing to accept Mr. Trunzo's bid of $162,828 and to give verbal consent to the contract guaranteeing a signature within 60 days.

Mrs. Laspia asked the Board to mark the gift of $5,000 from the family of Mr. L.I. Jones (June 6, 1974) for use in renovating the office for the staff. The family has been notified by Mrs. Laspia and the funds are invested until Dec. 1975 when the Board may make a resolution to this effect.

The contract with the Town of East Hampton for the Revenue Sharing Funds has been signed for the commencing July 1, 1975 and ending June 30, 1976 and a check for $20,000 received. Upon motion made, seconded and carried, the Board agreed to authorize the Treasurer to invest the $20,000 upon the advise of Mr. Malcolm Aldrich.

There being no further business, upon motion, the meeting adjourned.

Respectfully submitted,

[Signature]

Secretary
The monthly meeting of the Board of Managers of the East Hampton Free Library was held August 14, 1975 at 10 a.m. in the Board Room. Mrs. Thomas Magill, president, presided. Those members absent were Mrs. Brett, Mrs. Day, Mrs. French, Mrs. Hopkinson, Mrs. Light, Mrs. Kerr and Mrs. Vetault.

The minutes of the July meeting were read and approved, upon motion duly passed. The Secretary also read the minutes of the Special meeting of July 10, 1975 and those were duly approved.

The Treasurer's report showing a balance on hand July 1, 1975 of $4,966 with receipts totaling $28,522 and disbursements of $8,254 leaving a cash balance July 31, 1975 of $25,234 was approved, upon motion duly passed.

In Mrs. Gray's report of the Director, she noted the circulation for July was 13,252 items, an increase of 705 over July 1974. In addition 137 new Town, 128 resident and 58 non-resident cards were issued. Mrs. Gray has hired Mrs. Suzanne Wallace to fill the position of librarian for the Children's Room to begin Sept. 16 at an annusl salary of $8,000.

Miss King is having a busy summer in the Long Island Collection. She has received the final plans for the bicentennial exhibit of Thomas Moran's works to be shown at Notre Dame of Indiana and upon motion made, seconded and carried, the Board approved lending 22 examples of Moran's work from our collection as shown to us by Miss King.

Upon motion made, seconded and carried, the Board approved investing $20,000 of Revenue Sharing Funds;
$10,000 in 90 day Treasury Bills
$10,000 in 6 month Treasury Bills.
Another motion duly approved investing $1,000 from the endowment fund in a Savings Certificate.

The Board approved closing the Library September 2, 1975 to have the fuse box changed.

A motion was made, seconded and carried accepting a bid from Dave Talmage to build a parking lot on the north side of the Library property and path to the side entrance, both having a "black-top" surface, for a total of $1,550.

The building contract for the Jeannette Edwards Rattray memorial wing has been signed and the contractor expects to begin building in September.

The Childe Hassam painting "Home Sweet Home" has been bought by Mr. and Mrs. Ira Washburn Jr. for $18,000.

Dr. Ham from Shelter Island will remove the black walnut tree at his personal expense. He expects to use the lumber for wood-working projects.

There being no further business, upon motion, the meeting adjourned.

Respectfully submitted,

[Signature]
Secretary
The monthly meeting of the Board of Managers of the East Hampton Free Library was held Sept. 11, 1975 at 10 a.m. in the Board Room. Mrs. Thomas Magill, president, presided. Mrs. Brett was absent.

The minutes of the August meeting were read and approved, upon motion duly passed.

The Treasurer's report showing a balance on hand Aug. 1, 1975 of $25,234 with receipts totaling $4,588 and disbursements of $7,257 leaving a cash balance Aug. 31, 1975 of $22,565 was approved, upon motion duly passed.

In Mrs. Gray's report of the Director she noted a circulation of 75,000 items through August anticipating for the year a record 100,000 items. Town cards issued to date are 1,500. A number of staff changes will come about this month notably, Mary Long as secretary to work a 20 hr. week, an adult page for 15 hrs. weekly at $2.50 per hr. and as yet the unfilled position of children's librarian. Miss Suzanne Wallace has accepted a job elsewhere, therefore she will not be in the Children's Room as reported in the July 1975 minutes. Mrs. Gray is conducting further interviews for that position. In response to Mrs. Gray's request a motion was made seconded and carried approving the lease of a postage meter for the Library at an annual cost of $90.

Miss King reported intensive use of the Long Island Collection throughout the summer with a wide variety of subjects researched. She is looking forward to attending a workshop on the care and repair of library materials at the N.Y. Metropolitan Reference and Research Library Agency.

During the month our Assistant Treasurer was robbed of a number of checks benefiting the building fund. Mrs. Magill expressed the Board's concern and appreciation in the following;

"Mrs. Ham, we want you to know that we were very sorry to hear of your recent unpleasant experience, the more so since you were on Library business.

We also want you to know that we deeply appreciate the long hours you have given to the Library, your competence, your dedication and your great sense of responsibility."

In response to the 1975 Appeal, Miss Morgan reports 51 donors giving $2,515. Mrs. Magill thanked Mrs. Day for the many personal notes sent by her over the summer for the Appeal.

A re-evaluation of the condition of the furnace serving the Dorothy Quick Room by Mr. Kennell Schenck Pr. revealed no repairs needed.

Mrs. Abel reported that the metal pole supporting the light at the front of the Library needed a new metal sleeve to replace a corroded part. Mr. Cullum will do the work necessary.

Upon motion duly passed the Board agreed to meet at 2:30 p.m. for the months October 1975 through June 1976.

A motion was made, seconded and carried raising Mrs. Beth Gray's salary from $9,500 to $10,000 per annum retroactive to Sept. 1 in keeping with her position as Director of the Library.

A motion was duly passed by the Board providing funds to send Miss Dorothy to the Bicentennial Exhibit of Thomas Moran's works at the University of Notre Dame in Indiana in April 1976.

There being no further business, upon motion the meeting adjourned.
A special meeting of the Board of Managers and the Advisory Board of the East Hampton Free Library with the Building Committee was held Tues. Sept. 23, 1975 at 11 a.m. in the Dorothy Quick Room. Mrs. Brett, Mrs. French and Mrs. Kerr were absent.

Mrs. Magill called the meeting to order and asked Mr. Malcolm Aldrich, chairman of the building committee to present the roofing proposal to the members. Mr. Aldrich explained that the original estimated cost of roof tile for the J.E.R. Memorial wing was $9,000 but in the intervening months before breaking ground the cost of purchasing and transportation had increased to $14,000 necessitating a re-evaluation by both the architect and Boards of the Library. Mr. Schaeffer has offered as an alternative to the tile, "hand split shakes", to cover both the front and rear of the new wing at approximately one-half the cost of the original tile estimate. He also asked that we consider the condition of the tile roof of the main building when formulating a decision.

Points raised during discussion included the rising building costs, long term maintenance of the existing building, architectural appropriateness and aesthetics.

Members of the building committee advanced their thoughts on the proposal after which the Board of Managers met in executive session.

After further discussion upon motion made, seconded and carried the Board reluctantly agreed that "hand split shakes" should be the roofing material used on the new wing. The considerable increase in price of the tile plus concern for roofing the existing building in the future were the primary reasons for this decision.

There being no further business, upon motion, the meeting adjourned.

Respectfully submitted,

[Signature]
Secretary
The monthly meeting of the Board of Managers of the East Hampton Free Library was held on October 9, 1975 at 2:30 p.m. in the Board Room. Members absent were Mrs. Brett, Mrs. Dayton and Mrs. Osborne.

The minutes of the September meeting were read and approved, upon motion duly passed.

The Treasurer's report showing a balance on hand September 1, 1975 of $22,565 with receipts of $9,686 and disbursements of $27,414, leaving a cash balance on hand September 30, 1975 of $4,837 was approved, upon motion duly passed.

In Mrs. Gray's Director's Report she noted an increase in circulation for September of 274 items. She introduced Miss Ann Marie DiFrancisco as Children's Librarian, who then gave a brief report.

Miss King in her Long Island Collection Report gave an extremely enlightening account of the workshop she and Mrs. Kabelitz attended on the Care and Repair of Library Materials, sponsored by the New York Metropolitan Reference and Research Library Agency. Of special interest to Board members was her description of the freeze-drying methods now being used in the restoration of books and manuscripts damaged by water.

Mrs. Gray stated that her book budget is running low because of the extremely high cost of books these days and also mentioned the poor quality of the books now being produced, therefore requiring much constant repair to keep them in circulation. Upon motion duly passed, $1,000 will be added to her book budget.

Mrs. Ham stated that all but one check stolen recently has been replaced by the donors. She also stated that $148,000 has been collected to date for the Building Fund.

In reporting for the new building, Mrs. Hopkinson stated that she and Mr. Oudrich attended the Rotary Club Dinner and talked about the Library and its new wing. She stated the need for a fence around the excavation. She informed us that Mr. Shaeffer has ordered the dumb waiter and will save $300 on its cost by not having a door, which he deems unnecessary. The matter of having the shingles fireproofed, which in addition to being a safety feature, is said to extend the life of the shingles, was discussed, and Mrs. Ham was requested to ascertain from Mr. Charles Osborne if the insurance premium will be less if the shingles are fireproofed.

Miss Morgan reported that 74 donors had contributed $3,444.50.

Mrs. Magill stated that the Building Inspector, Mr. A. Victor Amann, had pointed out to her that the apron on the chimney had collapsed and would need to be repaired. Mrs. Magill will contact Mr. Berkowske about this matter.

For the Grounds Committee, Mrs. Abel reported that several Garden Club members had spent a total of 32 hrs. working on the grounds. She further stated that the cost of replacing the rusted-out light pole will be $345. She was authorized to have Mr. Cullum do this job. Mrs. Magill suggested that the figures on the patio and in the rear garden should be taken in for the winter, and the Board members agreed.

Mrs. Hopkinson was asked to make a brief talk at the upcoming LVIS meeting about the Library and our Building Fund.

Miss Jacobs will revive the Newsletter which was started some time ago.

Upon motion the meeting adjourned.

Respectfully submitted,

Secretary Pro Tem
The November meeting of the Board of Managers of the East Hampton Free Library was held November 13, 1975 at 3:30 p.m. in the Board Room. Those members absent were Mrs. Brett, Mrs. Day, Mrs. French, Mrs. Hopkinson and Mrs. Kerr.

The minutes of the October meeting were read and approved, upon motion duly passed.

The Children's Room has been busy this month with visiting classes from the John Marshall, Hampton Day and Most Holy Trinity schools. Miss DiFrancisco reports good attendance at the films shown for all age groups. Story hour attendance has been excellent and this week the young people enjoyed a puppet show done by the children's librarian.

Mrs. Gray, in her report of the Director noted a number of important meetings attended by her and members of the staff including meetings of the trustees of the Suffolk Coop. Library System, inter-library loan procedures of the S.C.L.S. and children's librarians.

Miss King reported on the subject material researchers were interested in this month and the gifts of books and papers to the Long Island Collection. A book preservation workshop is being planned for January and February 1976 as are preparations for the opening of the J.E.R. Memorial Wing.

Upon Mrs. Ham's recommendation an investment committee was formed to include Mr. Aldrich, Mr. Walker, Mrs. French and Mrs. Ham.

Upon motion made, seconded and carried the Board authorized the Treasurer to reinvest the Revenue Sharing funds in a Treasury note due within the next month. A budget committee meeting will be held Dec. 4, 1975 at 2 p.m. in the library.

Two additional units to coordinate with the existing charge desk to be incorporated with the completion of the new wing were discussed by the Board. Mrs. Light offered equipment from the former Valley National Bank building as a possible alternative. Mrs. Gray was asked to evaluate the units and upon motion duly passed was authorized to purchase the new units at a cost of $1,383.45, if necessary.

A copy of the November newsletter done by Miss Helen Jacobs was presented to each member of the Board. A copy will be sent to the Advisory Board members.

Miss Morgan reported 79 donors have contributed $3,519.50 to the "Appeal".

The building committee, after consulting our builder and insurance agent found that fireproofing the roofing material for the new wing would cost $3,000 and not reduce the insurance premiums, therefore fireproofing was eliminated.

After sixteen years as a member of the Board of Managers, Mrs. Anona Hall has submitted her resignation. She expects to spend at least six months of each year away from East Hampton. The Board, upon motion duly passed, accepted her resignation with regret, thanking her for the many years she has served the Library so well.

Equipment for the new wing was discussed by the Board with particular attention centering on audio equipment and locked display cases.

There being no further business, upon motion, the meeting adjourned.
The monthly meeting of the Board of Managers of the East Hampton Free Library was held December 11, 1975 at 2:30 p.m. in the Board Room. Mrs. Thomas Magill, president, presided. Those members absent were Mrs. Day, Mrs. French and Mrs. Kerr.

The minutes of the November meeting were read and approved, upon motion duly passed.

The Treasurer's report, showing a balance on hand Nov. 1, 1975 of $293 with receipts totaling $17,872 and disbursements of $11,183, leaving a cash balance Nov. 30, 1975 of $6,982 was approved, upon motion duly passed.

In her report of the Director Mrs. Gray noted especially the financial problems of the Suffolk Cooperative Library System and their resultant effects on member libraries. Services curtailed included the films used by the Children's Room and patrons, delivery of books from the "System" and reference assistance, all of which were extensively used by the East Hampton Free Library. Miss Judith Adams began her employment as typist Dec. 9, at $3 per hr. for sixteen hrs. per week.

Mrs. Gray has purchased the two new desk units as described in the minutes of November 1975.

Lost books for the year 1975 have been valued at $904.60.

Upon motion duly passed the Board authorized Mrs. Ham to reinvest the $60,000 from Treasury Bills as Mr. Aldrich may recommend.

Mrs. George W. Fish has been nominated to become a member of the library's Board of Managers. Upon motion duly passed her nomination was unanimously approved.

An estimate for the repair and stabilization of the Dorothy Quick Chinese cabinets was obtained from Mr. George Schulte by Mrs. Magill. Upon motion the Board approved the work costing approximately $400, which will come from the Dorothy Quick Fund.

For the Grounds Committee, Mrs. Abel reported that two trees will be removed, a chestnut and a dogwood and a chestnut trimmed, this month.

On Friday Dec. 12 at 3 p.m. a bush party celebrating the enclosure of the new wing will take place inside the new structure. Those attending will be the workmen, both library boards and the staff.

Mr. Lee Bendheim, trustee of the S.C.L.S. attended the meeting and presented to the library board the condition of the S.C.L.S. as it stands at present. The "System" has been unable to meet its financial obligations for a number of reasons including inflationary costs of maintaining the system at present levels of service and cost of borrowing funds at high interest rates to pay current bills in anticipation of $1.1 million from the State and $175,000 from the County. In response to this situation, employees have been furloughed and services cut. Mr. Bendheim also expects as administrative change soon.

Early photographs from Mr. Frank Dayton's collection were passed around and enjoyed by the Board. A benefit, using the slides from which the photos were taken may be arranged this winter. A pictorial scrapbook, the sale of which could benefit the Library will be investigated.

The Board discussed salaries for the 1976 budget.

There being no further business, upon motion the meeting adjourned.

Respectfully submitted,

[Signature]
The monthly meeting of the East Hampton Free Library Board of Managers was held Jan. 8, 1976 at 2:30 p.m. in the Board Room. Mrs. Thomas Hagill, president, presided. Those members absent were Mrs. Brett and Mrs. Kerr. The meeting began with a time of silence and prayer honoring the memory of board member Mrs. Thomas M. Day Jr., who died Dec. 27, 1975.

The minutes of the December meeting were read and approved upon motion duly passed.

The Treasurer's report, showing a balance on hand Dec. 1, 1975 of $6,982 with receipts totaling $74,851 and disbursements of $81,783, leaving a cash balance Dec. 31, 1975 of $50.00 was approved upon motion duly passed.

Mrs. Gray reported that the Suffolk Cooperative Library System is again providing service at a considerably reduced level, depending on 11% of its former staff. Mr. Guenther Jansen, Director, has resigned and at the end of the month Miss Ruth Weller, Assistant Director, will be acting director. The library staff and patrons have enjoyed the lovely Christmas decoration arranged by the garden club.
The library's total circulation for 1975 was 107,914 items, an increase of 10,000 over 1974. Most of the increase was in the adult book circulation though the juvenile area showed an increase of over 1000.

Miss King reported many researchers using the Long Island Collection in Nov. and Dec. A book preservation workshop is planned for Jan. 16, 1976 at 10 a.m. in the Mumford Room.

For the Finance committee, Mrs. Ham invested the $60,000 from Treasury Bills upon the recommendation of Mr. Aldrich as follows;

$25,000 New York Telephone Co. Bonds @8% due 1983
$30,000 U.S. Treasury Bonds @77/8% due 1995
$5,000 (I.M. Jones) savings account.

The 1976 budget was proposed to the board and following discussion a motion was made, seconded and carried approving it as presented.

The notice of a bequest from the estate of Mrs. Thomas M. Day Jr. has been received in the amount of $5,000.

Mrs. Frank Dayton has written to Mrs. Marshall Clark, Mrs Day's daughter, expressing the Board's appreciation of all the years Mrs. Day served the library and our deep regret at her passing. The letter has been placed on file and a copy sent to the family.

Miss King has requested a "label" type typewriter be purchased for use in the Long Island Room and upon motion duly passed was authorized to purchase the machine costing $182 with funds given in memory of Mrs. Kelsey Flower.

As a result of building the new wing, light normally entering the north side of the main room has been cut off causing difficulty for the staff. New and improved methods of lighting this area will be considered by the Board.

Miss DiFrancisco will formulate plans for a craft program directed toward young children.

Upon motion made seconded and carried, the Board agreed to furnish a lecture hall to be dedicated to the memory of Mrs. Thomas M. Day Jr.

During the 1975, eighty-four donors have contributed $4,194.50 to the "Appeal".
A letter was received from Mrs. George W. Fish declining her nomination to the Board of Managers. Due to her husband's poor health she felt she could not undertake the position. Mrs. Manette Loomis has been nominated to the Board of Managers. Upon motion duly passed her nomination was unanimously approved. Additional names have been proposed to the nominating committee for consideration to fill one outstanding membership on the Board.

There being no further business, upon motion, the meeting adjourned.

Respectfully submitted,

[Signature]
Secretary