JANUARY 19, 2001, MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel, Epstein, Greene, Hunting, Lebwith, McGuirk, N. Mercer, Niggles, Randolph, Ratsep, Scheerer, Snyder and Twomey. Absent: Conner, Dayton, Furlaud, Gray, P. Mercer, Murray and Ross. John Walden was present in Beth Gray’s absence.

Announcements: The three volume set of “Exploring the Past” is now complete and orders have been filled and shipped out. Book Hampton has put a special price of $100 for the set and many of our patrons are taking advantage of this offer.

Our director, Beth Gray will be retiring at the end of this year and a Search Committee for a new director will be formed. Jerry Nichols from SCLS will meet with that committee on April 20th to discuss the procedure and time table.

There will be no meeting in February.

The Book Fund now has $52,000, which has come from 10 donors. This money is in a special Paine Webber account.

The December minutes were approved as corrected.

A list of library highlights of the past year was handed out to the board by the president.

There will be an East End Trustee Workshop on April 7th.

Publicity: Stuart Epstein will get out a few releases about the Book Fund and the three volume set of “Exploring the Past”.

Pennypacker Society: 7 people have signed up, expressing a wish to leave a bequest to the library in their wills.

Calendar: Doreen Niggles will try to reach more people with some less expensive ads for the calendar. There was also an idea for printing up a childrens’ project book. More calendars will be printed next year, as we ran out this year.

Long Range Planning: This committee will be meeting on January 23rd to discuss any complaints that might have been received about the library.

It was reported that $25,768 was received from the sale of maps, posters and books from the 350th Celebration. This was deposited into the Book Store Account. Ann Chapman was absent and will make a complete report in March.
A check for $10,000 was received from Adelaide de Menil for the maintenance of the beautiful photographs from Peter Matthiessen’s “Mens’ Lives”, which the Historical Society is storing with us.

Childrens’ Room: Connie Greene reported that 14 children participated in the short story contest. We need more publicity in the schools for this event.

Library Society: To date, $32,417.13 has been received from 101 donors.

Special Events: Stuart Epstein and Howard Lebwith are planning six events, starting with a poetry contest on February 17th at 6:00 p.m. with a prize of $100 for the winner of each of three categories. On April 23rd, Dr. Chipari will host a writers’ gathering, in May there will be a session on e-books with Paul Bresnick, in July a tent affair with Andre Boost 111, writer of “House of Sand and Fog”, in July, an evening with Roger Rosenblat, author of “Rules of Aging”, and in November there will be a joint childrens’ event with Guild Hall at Guild Hall with pirates as the theme.

The treasurer’s report was approved, and Henrika Conner, Beth Gray and Elizabeth Sarfati were thanked by Tom Twomey for all their assistance in getting out these reports.

Book Sale: There will be a book sale on Saturday, February 17th from 10:00 a.m. to 4:00 p.m.

The next meeting will be on March 16th at 4:00 p.m.

The meeting was adjourned at 5:35 p.m.

Barbara H. Scheerer, Secretary
MARCH 16, 2001, MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE LIBRARY

The president, Tom Twomey, opened the meeting at 4:00 p.m. Present: Abel, Conner, Dayton, Epstein, Gray, Hunting, Lebwith, Mcguirk, P. Mercer, Niggles, Randolph, Ratsep, Snyder and Twomey. Diana Dayton and John Walden were also present. Absent: Cameron, Chapman, Furlaud, N.Mercer, Murray, Ross and Scheerer.

Announcements: The Pennypacker Society now has thirteen members.

It is important for board members to attend the April meeting as Jerry Nichols of SCLS will be present to advise us on how to conduct a search for a new director.

The library is developing a website in Spanish. The 2000 census reports a nine and a half percent Spanish population in East Hampton with a three and a half percent African-American. John Walden reported requests for Spanish internet workshops and that there is a waiting list of 300 people wanting literacy tutoring.

Managers are encouraged to attend an SCLS East End Trustees’ Workshop in Riverhead on April 7th. Tom Twomey, Carolyn Snyder and Doreen Niggles have been invited to conduct the workshop on library fund-raising.

The minutes of the January meeting were approved.

The treasurer’s report was approved. Henrika Conner, our treasurer, has given notice that she is unable to continue as treasurer due to the growth and increased work load of her own accounting business. We are grateful for Henrika’s selfless, dedicated efforts in getting the library’s finances onto a computer program at the library. There was a discussion on how to best handle the library’s financial record keeping. The board will consider having a comptroller on staff. It was suggested that the next director have a strong financial background.

Director’s report: Beth Gray reported an increase in January in visitors and circulation. January’s adult visitors increased 1,418 to 9,209 and circulation totals increased 1,747 to 11,926. 120 new cards were issued in January and 106 in February. We have a new report breakdown by district and type of patron which is very helpful.

Literacy Volunteers: Beth Gray and John Walden met with Nancy Witt, the East End Literacy Coordinator, and it was learned that Montauk and East Hampton had the most demand for tutors, with English as a second language the most requested. There are several hundred people on the waiting list and more tutors are needed. Beth made more space in the non-fiction area for the tutorials so as not to disturb patrons working on projects upstairs.
Long Island Collection: Diana Dayton reported that Michele Allison has continued transcribing the audio tape interviews for the History Project. 76 of the 150 oral history interviews are transcribed and indexed. Diana also presented a sampling of the 32 newly rebound volumes and six document books, conserving fragile items from our collection.

The Art and Culture Committee of the East Hampton Town Comprehensive Planning Board have been meeting monthly and Diana Dayton will represent the library.

Betty Bushong and Michele Allison conducted an inventory and developed an excellent graph to record Book Shop sales.

John Walden reported on a $6000 gift to honor Saul and Ann Wolf to be used to purchase books. He was able to acquire the following reference titles:

- "The Columbia Gazetter of the World"
- "Encyclopedia of the American Constitution"
- "Encyclopedia of Climate and Weather"
- "Latin American History and Culture"...4 volumes

Childrens’ Room: Connie Greene has moved to Connecticut and consequently has resigned from the board. As Chair of the Children’s Collection, Connie was very popular with the staff and in her ten years with the library many imaginative and enjoyable children’s programs were instigated. She also worked countless hours on the Book Sale Committee. Susie Dayton will be the next Childrens’ Collection Chairman and is working with the staff on the Read Aloud, the Summer Reading Program and a joint Thanksgiving Event with Guild Hall.

Special Events: Stuart Epstein said that a second meeting with Guild Hall representatives refined plans for the joint Thanksgiving event. The theme will be pirates, a treasure hunt and crafts. Collaborating with Guild Hall in the future may have fund-raising potential. Howard Lebwith reported that there were 150 submissions to the poetry contest. Certificates and cash prizes were presented to the winners. The next event will be a collaboration with Rogers Memorial Library on Monday, April 23rd, for a talk by Dr. Ciabatari on East Hampton writers. The next event will be a panel discussion on E Books on Saturday, Memorial Day Weekend.

Library Society: Helen Abel reported that our income is $20,000 ahead of last year. The excellent new computer graphics show a total of $45,105.00. In January and February there were 145 donors with 35 new Society Members gleaned from new card holders and new home owners’ lists. Doreen Niggles will be making three mailings a year to solicit donations from local businesses.

Long Range Planning Committee: Tom Twomey invited all board members to join the Saturday, March 17th bus trip to visit the libraries in Southampton, Riverhead, Mattituck and Greenport to observe their facilities and learn about their services to their patrons.

The next meeting will be on April 20th, at 4:00 - the meeting was adjourned at 5:35 p.m.

Pat Mercer for Barbara Scheerer
APRIL 20, 2001, MINUTES OF THE REGULAR MEETING OF THE BOARD OF
MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE
LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel,
Chapman, Conner, Dayton, Epstein, Gray, Hunting, Lebwith, P. Mercer, Niggles,
Randolph, Ratsel, Scheerer, Snyder and Twomey. Absent: Cameron, Furlaud, McGuirk,
N. Mercer, Murray and Ross. Gerald Nichols from SCLS was also present.

The minutes were approved as corrected.

The treasurer’s report was approved.

Director’s report: Members of the board each received a copy of the staff newsletter
which included a calendar of coming events at the library. The cost of mailing a June to
August edition will be investigated. A high school page, Erik Valdes, has been hired who
will be very helpful with our many Hispanic patrons. Our Web site now has a button for
Spanish speaking people. Beth would like to continue working through December so as
to complete all her reports.

Nominating: Pat Mercer, the nominating committee chairman, handed out the proposed
slate for 2001-2002. It will be voted upon at the May Annual meeting.

Library Society: We have received $12,456 from 34 donors in April with 14 new
members, which makes a total of $59,180.63 from 200 donors to date.

Members of the Long Range Committee visited four East End libraries and talked with
the directors. They also met with Robert A.M. Stern and two assistants from his office
who brought drawings for a possible addition to the library.

Gerald Nichols handed out copies of Director Search Procedures from SCLS and spoke
to the board about interviewing and evaluating candidates.

The meeting was adjourned at 5:35 p.m.

Barbara H. Scheerer, Secretary
MAY 18, 2001, MINUTES OF THE ANNUAL MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel, Cameron, Chapman, Furlaud, Gray, Hunting, Lebwith, McGuirk, N. Mercer, P. Mercer, Niggles, Randolph, Scheerer, Snyder and Twomey. Absent: Conner, Dayton, Epstein, Murray, Ratsep and Ross.

The April minutes were approved.

The treasurer’s report was distributed.

A motion was passed to approve the revised Resource Sharing Amendment from SCLS.

A motion was passed to approve the printing and mailing of a July and August newsletter to the communities of East Hampton, Springs and Wainscott, at a cost of $1500.

Nominating Committee: A motion was passed to approve the slate for 2001 – 2002 as presented to the board in April. Henry Murray is resigning, which makes a total of nineteen managers at this time.

Physical Plant: Larry Randolph reported that the heating and cooling system of the library is not working properly. A motion was passed to approve a service contract with Matz at a cost of $2500 for the maintenance of both systems.

Long Island Room: Ann Chapman reported that a bid of $2500 was successfully made at an auction at E-Bay on a captain’s old whaling log, dated 1851 from a ship called the Black Eagle.

Library Society: $59,230.63 has been received as of April 30th from 201 donors, 64 of which were new patrons.

Special Events: Howard Lebwith is organizing a run for June 30th, called “The East Hampton Library’s Shakespear” to benefit the special events program.

There will be a panel discussion on E-books May 26th at 6:00 p.m. at the library under a tent which will be televised by LTV at a cost of $100.

The next meeting will be held on June 15th at 4:00 p.m.

Barbara H. Scheerer, Secretary
East Hampton Library
Nominating Committee Report
May 18, 2001

Officers

Proposed slate of officers for the year 2001-2002

President: Tom Twomey
First Vice-President: John McGuirk
Second Vice-President: Ann Chapman
Treasurer: Henrika Conner
Assistant Treasurer: Donald Hunting
Recording Secretary: Barbara Scheerer
Corresponding Secretary: Suzy Dayton

Board of Managers

Class of 2002
Kate Cameron (1995)
Donald Hunting (1990)
Eleanor Ratsep (1990)
Carolyn Snyder (1998)

Class of 2003
Ann Chapman (1980)
Isabel Furlaud (1995)
John McGuirk (1996)
Janet Ross (1996)

Class of 2004
Suzy Dayton (1996)
Stuart Epstein (1998)
Howard Lebwith (2000)
Doreen Niggles (2000)
Lawrence Randolph (1998)
Tom Twomey (1995)

Proposed Class of 2005
Henrika Conner (1998)
Norman Mercer (1996)
Patricia Mercer (1994)
Barbara Scheerer (1982)

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel, Cameron, Conner, Epstein, Furlaud, Gray, Hunting, Ross, Scheerer and Twomey. John Walden, the Assistant Director, was also present.

The Long Range Committee will meet on July 10th and have a final report with their recommendations by July 24th. Resumes of applicants for the position of director will be sent to the search committee and interviews will be held in July. A decision will be made in September or October by the full board and we will hope to start the new director in January.

The May minutes were accepted as corrected.

Treasurer’s report: An accountant, James Daly, has been hired to work one day a week as a comptroller at $17.50 an hour. A resolution was passed to increase the budget by $4000 to provide funds for this expense. He will report to the treasurer and the director.

Director’s report: John Walden reported that the cost of repairs to the air-conditioning system and heating system came to $4200. A motion was passed to increase the maintenance budget of $6000 by $1000. He also showed the board a copy of a newsletter, with a Spanish insert, which will be sent to all the residents of East Hampton, Springs and Wainscott at a cost of $2600 for printing and mailing. We will acquire more Spanish books and are planning a Spanish home page.

Committee Assignments: A motion was passed to approve the changes in committee assignments. The Finance Committee will now be the Investment Committee.

Special Events: The E-Books panel discussion under a tent by Jason Epstein was well attended even though it was pouring rain. It was televised by LTV and congratulations were expressed to Stuart Epstein for his arrangement for this event.

Long Island Collection: The Acquisition Committee met with Bruce Collins who has received maps, photographs and artifacts from Henry Muller who has been diving around the wreck of the ship, “The Colloden, which sank off Hither Woods in Montauk.

An idea for fund-raising “Conserve a Book” was suggested by Isobel Furlaud.

Library Society: A total of $60,925.63 has been received by the end of May from 956 donors. Caroline Snyder and Doreen Niggles are working on a new calendar and are planning to print 2500.

The next meeting will be held on Friday, July 20th at 4:00 p.m.

The meeting was adjourned at 5:25 p.m.

Renebace H. Scheerer, Secretary
JULY 20, 2001, MINUTES OF THE REGULAR MEETING OF THE BOARD OF
MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE
LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel,
Cameron, Chapman, Conner, Dayton, Epstein, Furlaud, Hunting Lebwith, McGuirk, N.
Mercer, P. Mercer, Niggles, Randolph, Ratsep, Scheerer, Snyder and Twomey.Absent:
Gray and Ross.

Announcements: Eight applicants have sent in applications for the position of director
and the Search Committee will be interviewing three applicants on July 31st.

The library has received a bequest from Helen Wetereau which will amount to
about $30,000.

Our director, Beth Gray, has returned from a stay in the hospital and is home.

The minutes were accepted.

Treasurer’s report: The staff is documenting the tasks which they perform at the library.
The part-time comptroller, Jim Daly, is working two half-days a week.

Director’s report: John Walden reported that the library was very busy in July. Good
feedback has been received from the newsletter that was mailed out and we have acquired
some new Spanish patrons. 12 DVDs are missing and from now on the disks will be kept
at the desk with only the covers on display. The staff functioned well in Beth Gray’s
absence.

Long Range Committee: The committee met for ten months and completed their report
which was handed out to the board. A wide cross section of the community was
interviewed for their suggestions on ways to improve the library and Jerry Nichols
attended some of the meetings with helpful advice. The committee is now retired.

A motion was passed by seventeen board members to approve extending the library
hours, subject to Beth Gray’s ability to acquire staff.

A motion was passed unanimously to provide life-time health benefits to Beth Gray after
she retires as director.

Library society: $67,275.63 has been received from 262 donors, eighty three of which are
new.

Special Events: Howard Lebwith reported that about 100 people showed up for the
Shakespeare Shuffle and Run on June 30th. The participants were very enthusiastic and
really enjoyed it. The Star and The Independent gave it a nice write up. There were loud
cheers for Howard from the board members.
Long Island Collection: Ann Chapman reminded board members to be sure to read the reports written by Diana Dayton and Dorothy King.

Book Committee: There will be a book sale on Saturday, August 18th, from 10:00 a.m. to 4:00 p.m.

Thanks were expressed to Henry Murray, who has resigned as assistant treasurer, for all his hard work in preparing the yearly library budget.

The next meeting will be held on August 17th at 4:00 p.m.

The meeting was adjourned at 5:45 p.m.

Barbara H. Scheerer, Secretary
The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel, Chapman, Epstein, Furlaud, Gray, Hunting, N. Mercer, P. Mercer, Niggles, Ratsep, Ross, Scheerer and Twomey. John Walden was also present. Absent: Cameron, Conner, Dayton, Lebwith, McGuirk, Randolph, and Snyder.

Announcements: Appeal letters for the Book Fund have been sent out.

The minutes were accepted as corrected.

There was no treasurer’s report, as Henrika Conner was absent.

Director’s report: The daughters of Ann and Saul Wolfe have donated $6000, in memory of their parents, for multi-media, books on history, the weather, classical literature, music and reference.

Summer Crafts: Sheila Dunlop held a very successful Medieval Craft Day for children with seven different activities. About 100 children participated and she had fourteen volunteers to help. Sheila has done a tremendous amount of work in preparing materials for these craft programs which are greatly appreciated by both the children and their parents.

Beth Gray was very happy to be back at the library after her illness.

Physical Plant: John Walden reported for Larry Randolph that there are problems with the well system in the new wing and plumbing and air-conditioning in the Children’s Room. A motion was passed to expend $11,305 from the Capital Improvement Fund in repairs and we will ask for a service contract and guarantees.

Special Events: 100 people attended a gathering under the tent to hear Roger Rosenblatt’s “Rules for Aging.” This will be the last event until Thanksgiving. The committee will meet to decide on future events. Stuart Epstein thanked Pat Mercer for her assistance with these events.

Long Island Collection: Volume IV of the historical collection is going to be published, which contain Mrs. Rattray’s writings. Six people have contributed toward the cost of publication.

We bought three whaling logs from a man in Southampton for $7000. We now have 57 logs. A medical researcher has been going through these logs looking for evidence of Huntington’s disease which may have affected some of these men on the early whaling ships.
Library Society: We have received so far, a total of $70,065.63 from 277 donors, 86 of which are new. The appeal will go out in September. Doreen Niggles reported that 2,500 calendars will be printed this time using old postcard for pictures. They will be $10 each.

A letter was sent to Henry Murray thanking him for his service to the library.

Discussions will continue at the next meeting concerning the report that the Long Range Committee delivered at this meeting.

The next meeting will be held on September 21\textsuperscript{st} at 4:00 p.m.

The meeting was adjourned at 5:45 p.m.

Barbara H. Scheerer, Secretary
The president, Tom Twomey, called the meeting to order at 4:00 p.m. He asked for a moment of silence in memory of all those who died in the destruction of the Trade Center buildings in New York City on September 11th. Present: Abel, Cameron, Chapman, Conner, Dayton, Epstein, Furlaud, Gray, Hunting, Lebwith, McGuirk, N. Mercer, P. mercer, Niggles, Randolph, Ratsep, Scheerer, Snyder and Twomey. Arlene West was also present. Absent: Ross.

Announcements: The library was open last Sunday from 1 p.m. to 5 p.m. for the first time in the history of the library.

The library may be used more extensively now by people seeking for information about the Middle East.

Two committees have been formed: The Building Review Committee whose members are Henrika Conner, Donald Hunting, Norman Mercer, Eleanor Ratsep, Janet Ross and Barbara Scheerer and The Building Feasibility Committee whose members are Helen Abel, Kate Cameron, Ann Chapman, Suzy Dayton, Stuart Epstein, Isabel Furlaud, Howard Lebwith, John McGuirk, Pat Mercer, Doreen Niggles and Carolyn Snyder. The committees will meet between the regular board meetings.

A motion was passed to approve these committees.

The minutes were accepted as corrected.

The treasurer’s report was approved.

Director’s Report: The staff gave a retirement party for Beth on September 11th which coincided with the attack on the Trade Center. Phone calls were made to the library on that day from people seeking information about it. The staff was atuned to the latest news and will continue to monitor the situation.

John Walden will be away on vacation next week and Beth will go on vacation from October 1st to the 10th.

There is a trustee meeting at SCLS on November 17th on technology. Arlene West will be speaking at it.

Arlene West’s Report: Arlene informed the board that our technology needs upgrading to keep up with the rising computer use by our patrons. A motion was passed to authorize the expenditure of $12,000, subject to further investigation by Arlene.

Book Sale: The book sale on August 17th brought in $1,621.
Long Island Room: Sherrill Foster will be giving a talk on East Hampton merchants on Thursday. This will be the first of three talks.

The library Book Store made $792 and Book Hampton made $4,340 in sales of our history books. A letter of thanks will be written to the owners of Book Hampton.

Library Society: We have received $77,251.63 from 294 donors, 90 of whom are new. The Society now has a total of 967 members.

Search Committee: A motion was passed to accept the job description for the position of director of the library.

A motion was passed to authorize the president, Tom Twomey, to offer a salary of $50,000, with conditions, to John Walden for the position of Director of the East Hampton Library.

The next meeting will be on October 19th at 4:00 p.m.

The meeting was adjourned at 6:10 p.m.

Barbara H. Scheerer, Secretary
OCTOBER 19, 2001, MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 AT THE LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel, Cameron, Conner, Epstein, Furlaud, Gray, Hunting, Lebwith, McGuirk, N. Mercer, P. Mercer, Ratsep, Scheerer, Snyder and Twomey. Arlene West, Diana Dayton and James Daly were also present. Absent: Chapman, Dayton, Niggles, Randolph, and Ross.

Announcements: Tom Twomey informed the board that John Walden, our present Assistant Director, has accepted the position of Director of the East Hampton Library, with conditions. His duties will begin in January, when the present Director, Beth Gray, retires.

The minutes were accepted as corrected.

Director’s Report: Committee budgets should be submitted by October 24th. About 100 people have used the library weekly on the three Sundays that have been open. A good staff of professionals has been put together and a second Spanish page has been added. The staff is very pleased with the choice of John Walden as the future director.

Health Insurance: A motion was passed to amend our Empire-Blue-Cross health plan for our employees by adding a paragraph which would include coverage for domestic partners who meet the criteria of a domestic relationship as defined by NYSHIP.

Board members were reminded about the Trustee Workshop at Belleport on November 17th.

Diana Dayton reported that the Local East Hampton Lore cultural events were well attended. One more is planned for November 19th which will concern Sag Harbor, with the speaker being Lois Underhill.

It was suggested that a sign be put outside on Sundays to notify the public that the Library is now open on Sundays. A newsletter will be sent out soon.

Treasurer’s report: A new accounting program, Fund-Easy, is being put into place and James Daly, our part-time accountant, explained that all the reports will be able to be consolidated into one report.

The Investment Committee met with Baxter’s portfolio investment manager, who reassured them about our financial status.
The Finance Committee met with Beth Gray and John Walden. The additional hours of
the library being open will have an impact on the staff salaries.

Library Society: We have received as of today, $92,963.63 from 314 donors, 92 of
which are new.

Special Events: Plans are being finalized for the Pirate Event on November 23rd which
we are sharing with Guild Hall. Future events are being planned for each quarter of the
year.

Grounds: The Wainwright family wish to donate a teak bench in memory of their mother
who used the library extensively. A motion was passed to accept their offer. Two of the
bushes outside the Childrens’ Room were ruined when repairs were made and two hollies
have been picked out to replace them. The Garden Club of East Hampton has informed us
that their usual contribution of $4000 will be reduced by half next year and will gradually
be phased out.

Physical Plant: A motion was passed, with one abstaining, to pay $5,000 to Robert A. M.
Stern Architects for a lighting design consultation for revisions to the Gardiner and
Mulford Rooms; Entrance Room; Lower Level Carrels; and offices on the second Floor.

Building Feasibility Committee: A discussion occurred, with regard to the
recommendation of the Long Range Planning Committee in its report dated July 10th,
2001, that the Library retain the services of Robert A. M. Stern Architects for pre-
conceptual design services. A letter from Randy Correll dated October 17, 2001 was
reviewed which set forth the architect’s proposal that the fee for this work would be
$5,000 payable at the completion, together with reimbursable expenses billed at cost.
Thereafter, the Board would decide whether or not to engage the Architects to complete
full architectural services for an expansion project. Upon motion made by Pat Mercer,
seconded by Don Hunting, it was adopted by a vote of 13 in favor, no opposed, with one
abstention.

The abstention was from Tom Twomey who reported that a year ago he had
engaged these Architects to provide architectural services at his residence and, therefore,
recused himself from voting in the matter.

A motion was passed to amend the January 21, 2000, minutes and the July 21, 2000
minutes.

For January 21, 2000: Change sentence beginning this way to “The second
volume of the East Hampton Historical Collection is finished. 1500 books are in the
warehouse with a value of $60,000 if sold at retail price.”
For July 21, 2000: Change sentence beginning this way to “$200,000 is the amount that could be received from the sale of books from the Book Shop if all currently owned Book Shop books were sold at retail price.

Childrens' Event: Isabel Furlaud reported that she has 7 young women working on plans for a Childrens' Event this summer, on August 28th. A motion was passed to approve going ahead with these plans.

The next meeting will be held on November 16th at 4:00 p.m.

The meeting was adjourned at 5:40 p.m.

Barbara H. Scheerer, Secretary
NOVEMBER 16, 2001, MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel, Chapman, Conner, Dayton, Epstein, Gray, Hunting, Lebwith, McGuirk, N. Mercer, P. Mercer, Niggles, Randolph, Ratsep, Scheeder, Snyder and Twomey. John Walden was also present. Absent: Cameron, Furlaud and Ross.

The minutes were accepted as read.

Director's Report: A motion was passed to close the library on the day before Christmas. Beth will be finishing up her projects in the next two weeks; organizing the travel books and the director's files.

John Walden is close to hiring a new reference librarian; eight people have been interviewed. The longer hours of being open at the library are much appreciated by the patrons, especially on Sundays.

A motion was passed to add one more phone line for voice-mail. The initial cost will be $250 from Verizon then $21 a month. Freedom Terelon will install it for $1100, which will come out of the Capital Account.

The community is very happy that John Walden will be the new director. He is planning to take two Executive Management Courses: "Public Speaking Mastery" and "Leadership Fundamentals for New Supervisors", both of which are two day seminars.

Budget Committee: John McGuirk reported that the committee has met four or five times and will present their completed report to the board at the next meeting.

Long Island Collection: About 40 people attended the lecture by Lois Underhill about Sag Harbor. The lectures have been put on our web-site for people to read and print out. The fourth volume of the Historical Collection is being printed and the sets will be sold over Christmas. Diana Dayton has introduced the speakers at the last three Cultural events.

Library Society: To date, we have received $110,606.63 from 414 donors, 100 of which are new.

Cultural Events: About 750 children with parents are expected to attend the Pirate Event. The staffs from both the library and Guild Hall, Doreen Niggles, Susy Dayton and Howard Lebwith have been working hard on preparations. $11,250 in underwriting for expenses was raised with the help of Bruce Collins and the Suffolk County National Bank.
Childrens’ Fair: The budget is being worked on and the theme will be “Exploring the World Through Books”. It will take place in August.

Physical Plant: Larry Randolph reported that the fluorescent lights will be repaired. The furnace under the Childrens’ Room is being cleaned and may have to be replaced later.

Book Sale: there will be a book sale on Saturday, November 24th from 10:00 a.m. to 4:00 p.m.

Feasibility Committee: The committee has been meeting and will report to the board in March or April.

The treasurer’s report was approved.

Business Committee: This committee will meet with our insurance people and then recommend to the board that we up our insurance to an appropriate figure.

The next meeting will be held on Thursday, December 13th, at 4:00 p.m.

A motion was passed to close the library two hours early on December 13th because of the farewell party that afternoon for Beth Gray, our retiring Director.

The meeting was adjourned at 5:30 p.m.

Barbara H. Scheerer, Secretary
REVISED.....DECEMBER 13, 2001, MINUTES OF THE REGULAR MEETING OF
THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00
P.M. AT THE LIBRARY

The president, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Abel,
Chapman, Conner, Dayton, Epstein, Gray, Hunting, Lebwith, McGuirk, N. Mercer, P.
Mercer, Randolph, Ratsep, Scheerer, Snyder and Twomey. Absent: Cameron, Furlaud,
Niggles, and Ross.

The minutes were accepted as corrected.

The regular meeting was adjourned and a meeting of the East Hampton Library Book
Store, Inc. was opened. The treasurer reported that the total sales from 1/01 to 11/30/01
were $13,824.54. The total operating expenses were $8,173.93 and the net operating
income was $5650.60. $5,306.50 has been donated to the LONG ISLAND COLLECTION
to date.

A motion was passed to accept the treasurer's report on the Book Store.

The Book Store meeting was adjourned and the regular meeting was re-opened.

Jim Daly has been training the staff with the book keeping and has helped with the
Budget Committee.

Budget Committee: John McGuirk recommended that we go back to the School District
for money. There might be a separate vote for the library in the spring.

Fund Raising is needed to reduce the deficit. There will be special fund-raising plans for
that and we should also institutionalize other sources of income. Bequests have been
invested so far and we have three and a half million in the Restricted Fund.

Insurance: We are planning to raise our fire and extended coverage from $2,227,000 to
five million, our furnishings from $350,000 to $500,000 and coverage for our computers
from $35,000 to $60,000. Our million dollar liability insurance will be raised to two
million, which combined with our one million dollar umbrella insurance will make a
suggested total of three million.

The budget for the year 2002 was approved.

Library Society: $128,966.63 has been received to date from 503 donors, 105 of which are
new.


A $10,000 retirement bonus will be given to Beth Gray and $5,000 will be moved from
the Restricted Fund to the Book Fund Account to be used for books which
Beth will select. This was decided upon at the last meeting. A resolution
was also adopted to proclaim her "Director Emeritus". She will receive a
framed copy of this resolution.
The next meeting will be held on Friday, January 18, at 4:00 p.m. The meeting was adjourned at 5:00 p.m. and all the board members attended a farewell party for Beth.

Barbara H. Scheerer, Secretary