

REVISED.....2005, OCTOBER 21, 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: Cameron, Chapman, Collins, Cromack, Davis, D'Amato, Hunting, Lebwith, Livera, McGuirk, Niggles and Twomey. Absent: Epstein, Ferrin, Furlaud, Kennedy, N. Mercer, Ross, Scheerer and Snyder. Others present: Sheila Rogers, staff members Ola Walker and Arlene West and members from the community: Henrika Conner, Mary Ella and John Mullen, Ellie Ratsep and Joan Osborne.

The minutes were approved as read.

Treasurer's Report: The treasurer's report was accepted, with Don Hunting explaining that Professional Fees were up due to the hiring of Mullen and McCaffrey for the budget vote and a 30% rise in utilities due to a need for improvements in our air conditioning system.

Capital Construction Committee Report: Bruce Collins discussed hiring Jerry Nichols and a resolution was passed (with one abstaining) as follows: Be it Resolved that Gerald D. Nichols is hereby retained by the East Hampton Library to provide consulting services in connection with the preparation of the Environmental Impact Statement and related hearings pursuant to his proposal dated August 15, 2005. The resolution was amended to include a fifty hour cap.

Library Society Report: Doreen Niggles presented the calendar for 2006 which is available for a \$10 contribution. The target for fund-raising for 2006 is \$234,000. \$179,000 has been collected so we only have \$39,000 to go to meet our budget. All Society mailing will go out soon.

Long Island Room Report: A discussion was held concerning security for the Long Island Collection and the establishment of a policy for the use of our collection photos by others. Ann Chapman reported that there is \$4,500 in the Book Store Fund from sales of our historical series from Bookhampton. Tom Twomey discussed the Historical Lecture Series and the Whaling Log Lecture at which Claus Hoie was present and was fun and successful.

Director's Report: Tara D'Amato asked for a motion to close the library on Christmas Eve; John McGuirk made the motion which was passed unanimously. We need to approve the SCLS budget vote. 700 of our patrons use the SCLS Internet from our library. It will mean a 3 and ½ % increase if we approve it. Olla Walker discussed interlibrary loans and stated that the volume has doubled to 1000 requests a month. We need to rebudget for another person to help in processing this large increase, as one person cannot handle this alone. Arlene West gave a demonstration to the board on how to use ILL on the internet. Volunteers are needed to help in delivering books requested by our homebound patrons.

Book Sale Committee: We are not receiving enough donations of books to have a sale on Thanksgiving weekend.

Events: Howard Lebwith has made a request to resurrect the Poetry Contest for Poetry Month.

The next meeting will be held on November 18th at 4:00 p.m.

The meeting was adjourned at 5:10 p.m.

Doreen Niggles for Barbara Scheerer

EHL Board Minutes Oct 31, 2005 Revised

TREASURER'S REPORT

September, 2005

Total Revenues	\$1,189,232
Operating Expenses	\$918,743
Operating Surplus	\$270,489

REVISED..... 2005, NOVEMBER 18, 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: Cameron, Chapman Collins, Cromack, D'Amato, Davison, Epstein, Ferrin, Hunting, Kennedy, Lebwith, Livera, Niggles, Scheerer and Twomey. A small group from the community was also present. Absent: Furlaud, N. Mercer, Ross and Snyder.

The minutes were approved as corrected.

The treasurer's report was accepted.

There was a discussion concerning a possible conflict of interest involving John McGuirk and a motion was made by Ann Chapman and passed to consult with Kevin Seaman, who had drafted the library's Conflict of Interest Policy, for guidance in this matter.

Director's Report: Sheila Dunlop is screening a film series which will start in January. Our patrons in the computer classes are asking for more hands on use and six laptops have been purchased for classes and the staff. The patron database is being cleaned up. The Horticulture Room needs cataloguing and Ann Chapman is going to ask for a volunteer from the East Hampton Garden Club at their Christmas meeting in December to help out with this. The staff has been reclassifying CDs and weeding the books. They were very helpful in getting out the budget vote.

Building: Bruce Collins reported that there is mold in the oldest part of the building which will have to be dealt with and there have been quite a few power outages.

Christmas Bonuses: Stuart Epstein made a recommendation to give the staff bonuses this year of a week's salary for the regular staff and \$100 for the new members. Great praise for the staff was expressed by Tara and board members. A motion was passed to do this and to give Tara a \$10,000 bonus as Director. She had taken a decrease in salary when she came here and has worked very hard in a new situation plus doing double duty at the very successful Festival Weekend.

Library Society: The 2006 calendars were mailed out with some going to Bookhampton to sell at their store. Sheila Rogers was a tremendous help in getting them out early. \$26,000 has been received so far from the appeal, plus a \$5,000 IBM stock transfer from Sally Edwards which came today. 1300 appeal letters were going out today. The goal is \$234,000.

Long Island Room: An ad has been put in the Star for the Historical Series. There is \$11,700 in the Fund now. We have plastic bags filled with documents from the Gardiner Estate which need to be sorted out. We now have three journals for our collection.

Events. Howard Lebwith stated that there will be a Turkey Walk on Sunday and a Poetry Contest will be held at the library in Poetry Month with a cash prize.

The next meeting will be held on Friday, December 16th at 4:00 p.m. Wine and cheese will be served after the meeting.

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

Barbara H. Scheerer, Secretary

TREASURER'S REPORT

October, 2005

Total Revenues	\$1,210,414
Operating Expenses	\$1,068,542
Operating Surplus	\$ 141,872
Surplus (deficit) after Capital Items	\$ 84,562

2005, DECEMBER 16, 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: Cameron, Chapman, Collins, D'Amato, Davison, Epstein, Ferrin, Hunting, Kennedy, Lebwith, Livera, N. Mercer, Niggles, Scheerer and Twomey. A small group from the community was also present. Absent: Furlaud, McGuirk, Ross and Snyder.

The minutes were approved as corrected, with the correction being that the \$10,000 awarded to the director was a Christmas bonus, not an increase in salary.

The treasurer's report was accepted. Allen Livera, our comptroller, gave the auditors' report for 2004 and a motion was passed to approve it with a round of applause for Allen's hard work.

Director's Report: There have been changes in our accounting system. The Gretz Room is now the Reading Room with periodicals and books and the Bendheim Room is being used for wireless laptop use and meetings with tables and chairs all set up which is much easier for the staff. There have been staff department meetings which have been very productive. Alexandra Giambuno has reorganized the Childrens' Room with new signs in the different areas. More computers are needed for the room. A total of 8000 thousand people are now using the library. The database is being corrected. For 2006 there will be a strong focus on our book collection and providing courteous and excellent service to our patrons. A survey will be conducted to fine out what our patrons want from the library.

Long Island Room: Steve Warner, an archivist, is working fulltime with Marcie Vail identifying the Gardiner Collection and making a full inventory of the Long Island Room.

Building: Bruce Collins reported that we need an upgrade in our electrical system. A motion was passed to spend \$16,579.30 to repair the steps outside the Childrens' Room and fix the entrance door. Environmental Air Quality Systems has put in a bid of \$4000 to measure the air quality in the room underneath the main desk and make a mold inspection. A motion was passed to have them do this. There have been problems with the boiler and the circulating pumps which are all explained in Bruce's very detailed report.

Library Society: Doreen Niggles reported that we budgeted \$234,000 for the year and so far have received \$249,000.

Events: Howard Lebwith is compiling a list of poets of Suffolk and will discuss plans for the Poetry Contest at the January meeting.

Volunteers: Sheila Dunlop, who is the coordinator of the volunteers at the library, introduced Jean Hornick and Jim Sullivan who have been helping with weeding and

shelving the books. Jean has been doing this for a very long time and was given a certificate to Bookhampton. Salina Sykes is teaching the knitting class.

The next meeting will be held on January 20th at 4:00 p.m. There will be no meeting in February.

The meeting was adjourned at 5:00 p.m. in time for a Christmas party with the staff.

Barbara H. Scheerer, Secretary

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TREASURER'S REPORT

November, 2005

Total Revenues	\$1,253,612
Operating Expenses	\$1,179,767
Operating Surplus	\$ 73,845
Surplus (deficit) after Capital Items	\$ 7,297