

2011, JANUARY 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 chairman of the board, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Chapman, Collins, Davison, Deichert, Fabiszak, Ferrin, Hitchcock, Hunting, Kelleher, Kennedy, Livera, Morris, Niggles, Parker, Rogers, Scheerer, Twomey and Walters. Absent: Cromack, Dreher, Epstein, Furlaud, Kaplan, Lebwith, Ross and Soriano.

A motion was passed to accept the minutes with two spelling corrections.

Presidents' report: Doreen introduced Jane Morris to the board as a new board member, recommended by the Nominating Committee. The committee had met with Jane in December. A motion was passed to have Jane immediately replace Barry Johnson, who has resigned, as a board member.

Doreen has received letters from staff members thanking the board for their Christmas bonus's.

She also announced that Debbie Walters will be replacing Bobby Scheerer as Secretary.

Treasurer's report: Patti's report reads as follows:

	YTD as of
Period	12/31/10
Total Revenue:	\$1,932,781.00
Total Expenses:	\$1,702,518.00
Surplus	\$230,263.00
Net Transfers	-\$233,414.00
Net Surplus	-\$3,151.00
Operating Disbursements	\$139,767.44
Other Disbursements	\$5,300.00
Total Disbursements	\$145,067.44

A motion was passed to accept the treasurer's report and the Warrant.

Book Sale: Gail reported that the book sales usually make around \$600 and that we should have more sales on a regular basis. We need some space upstairs for easier access for the patrons and need to pass on our duplicates to other organizations. We also need more advance publicity in the local newspapers and radio stations.

Library Society: We need ideas for another fund raiser besides Authors' Night and the Childrens' Fair. Board members should try to come up with some suggestions at the March meeting.

Director's report: There has been a problem with patrons not paying for printing due to a computer glitch. The problem has been fixed. A motion was passed to move the July meeting to the 4th Friday as Dennis will be away on the regular meeting date. Riverhead Building Supply is working on the installation of the storm windows and Ben Krupinsky's men are repairing the broken tiles on the roof. Our circulation is up 2%, the number of visitors is up 5% and the number of interlibrary loans is up 129%. Springs will be able to use wireless for our programs scheduled at the library this winter. Children are not coming to the library for reference as much due to the on-line tutoring that is available with their library card.

Changes have been made in the 2011 Public Access Internet Policy and a motion was passed to accept these changes. A motion was made to adopt the 2011 Pet Policy which only allows dog for patrons with impaired vision or dogs used in library programs. A motion was passed to adopt the 2011 Smoking Policy, the 2011 Behavior in the Library Policy and the 2011 Annual Audit Draft Policy.

The board went into executive session to discuss a personnel matter at 5:00 p.m. and returned to the regular meeting at 5:15 p.m. when the meeting was adjourned.

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

Barbara H. Scheerer, Secretary

2011, MARCH 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 chairman of the board, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Collins, Deichert, Dreher, Fabiszak, Hitchcock, Hunting, Kennedy, Lebwith, Livera, Morris, Niggles, Parker, Ross, Scheerer, Twomey and Walters. Absent: Chapman, Cromack, Davison, Epstein, Ferrin, Furlaud, Kaplan, Kellerher, Rogers, and Soriano.

Jane Morris, our new member, was introduced to the board, who explained their positions on the board, and heard from her about her experience helping with Author's Night the last few years.

The minutes were accepted with one correction about the date of this meeting.

President's report: Doreen reported on the new bus services which have begun between Springs and our library for children and senior citizens. LTV is planning to interview the bus riders. There will be a trip to visit other libraries planned for board members later on in the spring. The Nominating Committee will meet soon to form the slate for 2011 – 2012 to be announced at the Annual Meeting in May.

The treasurer's reports for January and February are as follows:

Period	YTD as of 01/31/11	YTD as of 02/28/11
Total Revenue	\$1,278,461.00	\$1,296,759.00
Total Expenses	\$135,940.00	\$262,701.00
Surplus	\$1,142,521.00	\$1,034,058.00
Net Transfers	-50.00	\$7,853.00
Net Surplus	\$1,142,471.00	\$1,041,911.00
Operating Disbursements	\$144,111.37	\$126,953.94
Other Disbursements	\$13,947.27	\$5,985.37
Total Disbursements	\$158,058.64	\$132,912.31

A motion made by Jane Morris to adopt the treasurer's reports and the Warrants for January and February was seconded by Doreen Niggles and passed unanimously.

Library Society: Letters have been mailed to big donors apart from the list of the regular appeal letters. We must be careful about duplicating. The website for Author's Night is being worked on and so far we have 90 authors signed on for the event.

Director's report: Dennis has been interviewing 24 applicants for a Children's Room Librarian to replace Jane Reutershan who will be retiring at the end of April. There will be a party for Jane at the library at the end of April and on May 20th a celebration dinner at a restaurant.

The renovation of the upper floor at the Springs library, being done by Ben Krupinski, is almost complete, with new lighting and windows. Chuck Hitchcock and Dennis are both on the Springs Citizens Advisory Committee about library service.

The pot holes in front of the library have been patched and the light bulbs in the magazine room have been replaced with compact fluorescent bulbs which are much brighter. A resolution was passed to approve the 2010 Annual Report for Public and Association Libraries. A pamphlet about fundraising by Lewis B. Cullman was handed out to board members.

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

The board went into executive session at 5:00 p.m. to discuss judicial matters and returned for adjournment of the regular meeting at 5:15.

Barbara H. Scheerer, Secretary

2011, APRIL 15, MINUTES OF THE REGULAR MEETING OT THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 P.M. AT THE LIBRARY

The chairman of the board, Tom Twomey, called the meeting to order at 4:00 p.m. Present, Collins, Cromack, Davison, Dreher, Epstein, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Livera, Morris, Niggles, Parker, Rogers, Scheerer, Soriano, Scheerer, Twomey and Walters. Absent: Chapman, Deichert, Furlaud, Kaplan, Kellerher, Lebwith and Ross.

President’s report: The nominating committee has met two times and is proposing the following slate of executive officers for the year 2011 – 20012:

Chairman of the Board: Tom Twomey
President: Bruce Collins
Executive Vice President: Don Hunting
First Vice President: Stuart Epstein
Second Vice President: Sheila Rogers
Treasurer: C harlie Soriano
Assistant Treasurer: Chuck Hitchcock
Recording Secretary: Deborah Walters
Corresponding Secretary: Kristine Kennedy

Nominate: Class of 2015

Jane Morris
Sara Davison
Diana Dayton Deichert
Isabel Furlaud

Add to the Class of 2013

Patti Ferrin
Bobby Scheerer
Ann Chapman

The nominating committee is also proposing a change in the By-Laws by cancelling Article V111 and adding a provision for a new class of Trustees Emeritus which will be voted on at the next meeting.

Treasurer’s report: Patti Ferrins’ report is as follows:

Period	YTD as of 03/31/11
Total Revenue	\$1,310,242
Total Expenses	\$373,788
Surplus	\$936,454
Net Transfers	\$8,259
Net Surplus	\$944,713

Operating Disbursements	\$116,559.84
Other Disbursements	\$6,881.82
Total Disbursements	\$123,241.66

A motion was passed to accept the treasurer's report and the Warrant.

Retirement Health Care: Don Hunting reported that two retirees, Dorothy King and Joyce Flohr are getting health insurance and a motion was passed to continue this care by voting for it each year.

Book Sale: Gail Parker announced that there will be a book sale on June 4th. More adds will be used to reach more people and tables will be put up outside if it's a nice day.

Authors' Night: Sheila Rogers reported that we have 21 hosts for dinners and 110 authors have signed up. This is an increase over last year.

Director's report: 8th graders from Springs are being bused here for art programs and other programs and soon will include 7th graders. The children are signing in on-line for the reading programs and will give reports on-line. A part time replacement for Jane Reutershan, Jennifer Dunn, has been found. She is good with toddlers and is eager to start them early with learning to read.

The storm windows will be installed in the next two weeks and Arleen West has installed most of the computers in the Adult Department. Two new computers for the Childrens' Department with touch screens have been ordered. The LIPA bill for March was much lower than the previous month after the installation of the new bulbs. The 2010 census showed that we have 2,000 more people in our district than Southampton and 31% are Hispanic. We will need to get more materials which will cause an increase in our SCLS cost. The senior citizens at Windmill Villages need more talking books. Two buses bring them to the library for movies every other week. 26 high school students worked at the library on making commercials and 7 videos for LTV.

The next meeting will be held on Friday, May 20th at 4:00 and the dinner honoring Jane Reutershan will be at 6:00 p.m., afterwards.

The meeting was adjourned at 5:20 p.m.

Barbara H. Scheerer, Secretary

2011, MAY 20, ANNUAL MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY
HELD AT 4:00 P.M. AT THE LIBRARY

The chairman of the board, Tom Twomey, called the meeting to order at 4:00 p.m. Present: Chapman, Collins, Davison, Deichert, Dreher, Fabiszak, Ferrin, Hitchcock, Hunting, Kellerher, Lebwith, Livera, Morris, Niggles, Rogers, Scheerer, Twomey and Walters. William Esseks and Anthony Pasca, attorneys, were also present and Mary Ella Moeller, a member of the community. Absent: Cromack, Epstein, Furlaud, Kaplan, Kennedy, Parker and Ross.

A motion was passed to approve the April minutes.

Treasurer's report: Patti Ferrin's report is as follows:

	YTD as of
Period	04/30/11
Total Revenue	\$1,329,140
Total expenses	\$611,994
Surplus	\$717,146
Net Transfers	-\$4,780
Net Surplus	\$712,366
Operating Disbursements	\$240,644.52
Other Disbursements	\$13,711.55
Total Disbursements	\$254,356.07

A motion was passed to accept the treasurer's report and the Warrant.

The floor was open for comments and Mary Ella Moeller expressed great appreciation for the new services and programs for the senior community. She congratulated Tom Twomey and Dennis Fabiszaks for listening to requests from the community and also thanked Howard Lebwith who brought large print books to the senior center and advertised the available services. She especially thanked the library staff for being so helpful and friendly to the seniors when they first arrived on the buses.

A motion was passed to recess from the regular meeting and start the Annual Meeting.

Doreen asked the board for a vote to approve the slate of officers for 2011-2012 as follows:

Chairman of the board: Tom Twomey
President: Bruce Collins
Executive Vice President: Don Hunting
First Vice President: Stuart Epstein
Second Vice President: Sheila Rogers
Treasurer: Charlie Soriano
Assistant Treasurer: Chuck Hitchcock

Recording Secretary: Deborah Walters
Corresponding Secretary: Kristine Kennedy

A motion was passed to approve the slate as presented.

Doreen also asked for two motions to approve the nomination of Jane Morris, Sara Davison, Diana Deichert and Isabel Furlaud to the class of 2015 and the nomination of Patti Ferrin, Bobby Scheerer and Ann Chapman to the class of 2013. The motions were passed.

Deep appreciation was expressed to Doreen Niggles for her years as president of the library and Bobby Scheerer for her years as secretary.

The board also passed a motion to approve the change in the By-Laws cancelling Article V111 and adding a provision for a new class of Trustee Emeritus.

Another motion was passed to appoint another committee "Future Vision of the Library" whose members will be ratified by the board at a later meeting.

The Annual Meeting was adjourned at 4:22 p.m. and the board returned to the regular meeting where they went into executive session to discuss judicial matters until 5:27 p.m. when the meeting was adjourned.

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

Barbara H. Scheerer, Secretary

2011, JUNE 17, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY
HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Epstein, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Lebwith, Livera, Morris, Scheerer, Twomey, and Walter. Absent: Cromack, Davison, Deichert, Dreher, Furland, Kaplan, Kelleher, Niggles, Parker, Rogers, Ross, and Soriano.

Announcements: Chairman Tom Twomey reported that an article about the library's new officers appeared in the East Hampton Press.

The minutes were accepted with one correction: to attach the amendment to the by-laws to the minutes.

President's Report: Bruce reported the changes in the library committees for 2011-2012. A new committee has been suggested by Stuart Epstein, who will chair, called "Vision 20/20". Howard and Jane volunteered. We need to think about what will happen in the library when everyone owns an e-book. Motion made by Bruce, seconded by Jane to approve the committee changes and new committee; passed.

<u>Treasurer's Report</u> :	YTD as of 5/31/11
Total Revenue	\$1,378,095
Total Expenses	\$736,777
Surplus	\$641,318
Net Transfers	-\$29,780
Net Surplus	\$611,538
Operating Disbursements	\$130,848.50
Other Disbursements	\$5,654.45
Total Disbursements	\$136,502.95

A motion was passed to accept the treasurer's report and the Warrant.

A resolution was passed to spend another \$30,000 for storm windows from the building fund for a total of 80 storm windows.

Book Sale: Debbie reported that the Memorial Day Book Sale made over \$700, but the book sale room is still packed with all the donations still coming in. A suggestion was made to have another book sale on July 9th, since there will also be activities at Mulford Farm.

Library Society: Tickets for Author's Night are now on sale online. There are more dinner parties planned this year than ever before.

Director's Report: Summer reading kickoff starts. Dennis reported that the circulation policy of deleting records after 3 years of non-use should include those who owe money. At the Suffolk County Director's

meeting, Dennis found out that beginning on 1/1/13, all library votes must be on electronic voting machines, which will cost an additional \$4,000. There are many programs available at the library and Dennis encouraged all board members to try to attend.

The meeting was adjourned at 5:07 pm and the board went into executive session until 5:32 pm, when the meeting was adjourned.

The next meeting is on July 22nd.

Deborah Walter, Secretary

2011, JULY 22, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY
HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Cromack, Davison, Deichert, Dreher, Epstein, Fabiszak, Ferrin, Furlaud, Hitchcock, Hunting, Kelleher, Kennedy, Lebwith, Livera, Morris, Rogers, Ross, Scheerer, Soriano, Twomey, and Walter. Absent: Kaplan, Niggles, and Parker.

A motion was made by Don Hunting and seconded by Sheila Rogers to approve the June minutes-passed.

President's Report: Bruce reported that there would be an executive session following this meeting.

<u>Treasurer's Report:</u>	YTD as of 6/30/11
Total Revenue	\$1,450,231
Total Expenses	\$818,069
Surplus	\$632,162
Net Transfers	-\$26,571
Net Surplus	\$605,591
Operating Disbursements	\$167,924.51
Other Disbursements	\$5,000.00
Total Disbursements	\$172,924.51

Book Sale: Debbie reported that the July 9th Book Sale made over \$700, but the book sale room is still packed with all many more donations still coming in. Having a sale with other events occurring in the neighborhood and having an outside table has helped boost sales. Our next book sale will be at the Children's Fair with a table for parents to browse through books while the children are having fun.

Author's Night: Sheila reported that there are 166 authors and 30 parties this year. Please be sure to thank Domaine Franey for donating the wine and the Southampton Publick House for donating the beer.

Children's Fair: Many activities are scheduled for this event, including a silent auction, Dylan's ice cream and candy, and a photographer's station. There will be book plates to generate money, and author's signing their books. Help is needed at 9:00 am Sunday morning to clean up from author's night and set up for the fair.

Director's Report: Dennis distributed the East Hampton Library Financial Report. We have a month to review it. He reported that the June issue of the Library Journal has an article about our court decision. He also announced that people can now register for their library cards online, which allows them to borrow books online, but not in the library. They have 30 days to come into the library to get the actual card. Dennis also reported that the library now has a tracker cam directed at the traffic in front of the library, which he demonstrated to the Board.

Alex G. reported that there were 12 authors for the Children's Fair, with an additional 3 possible. The summer reading program was all computerized now with 218 participants reading 800 books so far. She reported that Jennifer Dunn does the very successful children's programs at the library and that Ralph Loren donated \$10,000.

Gina Piastuck reported that the library purchased pocket diaries for the Long Island Collection, one from Mr. Hopping in 1835, and the other an 1882 school program.

The regular meeting was adjourned at 4:55 pm and the board went into executive session until 6:08 pm, when the meeting was adjourned.

The next meeting is on August 19th.

. Deborah Walter, Secretary

2011, AUGUST 19, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY
HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Cromack, Davison, Deichert, Epstein, Fabiszak, Furlaud, Hitchcock, Hunting, Lebwith, Livera, Morris, Ross, Scheerer, Twomey, and Walter.

Absent: Dreher, Ferrin, Kaplan, Kelleher, Kennedy, Niggles, Parker, Rogers, and Soriano.

A motion was made by Bruce Collins and seconded by Ellen Cromack to approve the July minutes-passed.

President's Report: Bruce Collins thanked everyone involved in Author's Night and the Children's Fair for all of their hard work.

<u>Treasurer's Report:</u>	YTD as of 7/31/11
Total Revenue	\$1,512,452
Total Expenses	\$965,201
Surplus	\$547,251
Net Transfers	-\$26,571
Net Surplus	\$520,680
Operating Disbursements	\$155,162.42
Other Disbursements	\$7,047.84
Total Disbursements	\$162,210.26

Author's Night: Jane Morris reported that Author's Night was extremely successful with more authors, more dinner parties, and more people under the tent. There were about 25 dinner parties which seated 550 people, and there were about 1300 people under the tent. One of the reasons for the success was the publicity. There was plenty before and during the event. Be sure to thank Kerry Lampart. The wine was donated by Domaine Franey, and the beer was donated by the Publick House in Southampton. Our thanks to both of them. Food was donated by many businesses around town, and the raw bar was donated by Patty Kennar. The book bags and caps were donated by Prudential/Elliman. The committee of about 20 worked for the past year to make the night successful. The gross revenue so far is \$192,393 with more expected to come in. Comments were given by Board members who attended the dinner parties.

Children's Fair: Ellen Cromack reported that in spite of all the rain, the fair was a huge success. The children enjoyed free food, many arts and crafts, and a magic show. Many books were purchased. Ralph Loren underwrote \$10,000 this year. Many thanks to Liz Carey, Lorna, Natalie, and Ellen Collins.

Director's Report: Dennis reported that roof tiles were replaced, and repairs made to the gutters that were damaged during the winter. The faucet in the Grace Lee Roberts Terrace has been repaired, and an electric service well in the lawn has been filled in.

The demand for programs has continued to grow, with 33 programs scheduled for the last 2 weeks of August, and 25 for the month of September thus far. Individual computer instruction has increased with e-book assistance being the most requested skill.

Children's Wing design meetings with the architects have begun. Dennis has had several meetings with Library Staff about the floor plan of the expansion. Dennis met with members of the Design Review Board four times and discussed the parking plans. He meets next week with the engineers. The architects are working on revisions after meeting on the 17th for a walk-through.

The Executive Committee met to pass resolutions for the Children's Wing. Motions were made and passed unanimously by the Board to ratify them:

BE IT RESOLVED, that the East Hampton Library hereby engages the services of Robert A.M. Stern Architects to provide additional architectural services for the Design Development, Construction Drawings, and Construction Administration for the Children's Wing according to terms to be approved by the Chairman and President, and be it further

RESOLVED, that the East Hampton Library hereby engages the services of Ben Krupinski Builders as Construction Manager for the project subject to terms to be approved by the Chairman and President, and be it further

RESOLVED, that the East Hampton Library hereby engages the services of Butler Engineering to prepare the site, drainage, and waste-water plans subject to terms to be approved by the Chairman and President, and be it further

RESOLVED, that the Chairman and President are hereby authorized to execute the necessary documents in furtherance of these resolutions.

Dennis distributed a draft of a brochure on the project. Board members were asked to read it and make suggestions by the next meeting.

The meeting was adjourned at 5:32 pm.

Deborah Walter, Secretary

2011, SEPTEMBER 16, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Collins, Davison, Deichert, Dreher, Epstein, Fabiszak, Ferrin, Furlaud, Hitchcock, Hunting, Lebwith, Livera, Morris, Parker, Rogers, Scheerer, Soriano, Twomey, and Walter. By Phone: Chapman, Cromack, and Ross.

Absent: Kaplan, Kelleher, Kennedy, and Niggles.

A motion was made by Jane Morris and seconded by Don Hunting to approve the August minutes-passed unanimously.

President's Report: Bruce Collins reported that we received two large donations of \$25,000 and \$10,000 towards the new Children's Wing.

<u>Treasurer's Report:</u>	<u>YTD as of 8/31/11</u>
Total Revenue	\$1,685,136
Total Expenses	\$1,129,448
Surplus	\$555,688
Net Transfers	-\$61,671
Net Surplus	\$494,017
Operating Disbursements	\$169,316.85
Other Disbursements	\$17,053.90
Total Disbursements	\$186,370.75

A motion was made by Chuck Hitchcock and seconded by Isabel Furlaud to approve the Treasurer's report-passed unanimously. A motion was made by Sheila Rogers and seconded by Sara Davison to approve the Warrant-passed unanimously.

Director's Report: A motion was made to accept the audit statement by Bruce Collins and seconded by Isabel Furlaud-passed unanimously. Board members signed a conflict-of-interest statement. A resolution to change the circulation policy so that 14 year olds will have full use on their cards was made by Jane Morris and seconded by Charlie Soriano-passed unanimously.

Dennis reported that the library was packed during the week of the hurricane due to power outages, and Sara praised Dennis for his community service in keeping the library the center of activity. He also reported that two trees were damaged during the hurricane. The mulberry fell, and the tulip tree has burned leaves. Ray Smith will work on several trees on the property for \$7,425, which the Board approved.

The meeting took a break at 4:30 to listen by phone to options in the Children's Wing by Randy Carrel. He described 3 options on the Main Floor and on the Lower Level.

Fundraising: Sheila Rogers reported that we are still receiving donations for Author's night. She also reported that we now have a Junior Committee for the Honorary Chair letter for fundraising.

Parking Plan: There will be a meeting at Village Hall on Wednesday, September 21, 5:00 pm, where Village Board members will discuss our parking plan. Without the mulberry tree, we can fit more spaces. The driveway won't change, but will be widened at the street. There may be a speed bump to slow down the cars.

The meeting was adjourned at 5:45 pm.

Deborah Walter, Secretary

2011, OCTOBER 21, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Deichert, Epstein, Fabiszak, Ferrin, Hunting, Kennedy, Livera, Morris, Scheerer, Twomey, and Walter. By Phone: Chapman, Cromack, and Ross.

Absent: Cromack, Davison, Dreher, Furlaud, Hitchcock, Kaplan, Kelleher, Lebwith, Niggles, Parker, Rogers, and Soriano.

A motion was made by Jane Morris and seconded by Don Hunting to approve the August minutes—passed unanimously.

<u>Treasurer's Report:</u>	<u>YTD as of 9/30/11</u>
Total Revenue	\$1,951,507
Total Expenses	\$1,388,888
Surplus	\$562,619
Net Transfers	-\$311,821
Net Surplus	\$250,798
Operating Disbursements	\$262,234.82
Other Disbursements	\$5875.00
Total Disbursements	\$268,109.82

A motion was made by Patti Ferrin and seconded by Kristine Kennedy to approve the Treasurer's report—passed unanimously. A motion was made by Bruce Collins and seconded by Ann Chapman to approve the Warrant—passed unanimously.

Director's Report: Dennis explained the floor plans for the new children's wing. Suggestions were made to have a mechanical lift for heavy items to accommodate the difference in floor levels.

Motion made by Debbie Walter and seconded by Jane Morris for the following resolution made by the building committee: To choose the light well stairwell, to have a higher ceiling in the new hallway, to have two more dormers on the other side of the new children's wing roof, to have iron handrailing around the new stairwell, and to center the doorway into the new meeting room. Passed unanimously.

There was discussion to have an interior design committee. Volunteers thus far are Kristine Kennedy, Diana Deichert, Jane Morris, and Janet Ross. A motion was made by Ann Chapman and seconded by Bruce Collins to accept this new committee—passed unanimously.

Dennis also reported that the Long Island Collection Committee met and decided to purchase a new, larger and faster scanner that can scan books. The Star will be digitalized with this scanner. Funds will come out of the Long Island Collection, not to exceed \$24,000 with installation, training, and a 2-year contract. Motion made by Stuart Epstein, seconded by Jane Morris—passed unanimously.

Dennis reported about a new health insurance opt-out policy addition, with \$2500 going back to the persons who opt out of the health insurance through the library. If they lose their own health insurance, they can opt back in with a 3-month waiting period. A motion was made to accept this policy addition by Kristine Kennedy and seconded by Bruce Collins-passed unanimously.

Dennis also reported about three new hires, that the tulip tree was being treated for bugs, and that the hickory tree was taken out. The cooling system broke down this week and he is waiting for an estimate to put in a new tank. He also made the Board aware that a Springs questionnaire was returned with a majority of the people in favor of leaving the libraries as they are.

Patti Ferrin reported that there are now 92 honorary chairs for the fundraising for the new wing.

Dennis showed a 2-minute video about the new wing that he will post online, and gave us all a good chuckle!

The meeting was adjourned at 5:35.

The next meeting is November 18th.

Deborah Walter, Secretary

2011, NOVEMBER 18, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Davison, Epstein, Fabiszak, Hunting, Livera, Morris, Niggles, Parker, Rogers, Scheerer, Soriano, Twomey, and Walter. By Phone: Deichert.

Absent: Cromack, Dreher, Ferrin, Furlaud, Hitchcock, Kaplan, Kelleher, Kennedy, Lebwith, and Ross.

A motion was made by Don Hunting and seconded by Sara Davison to approve the October minutes-passed unanimously.

The meeting began with a harmonious round of 'Happy Birthday' to Sara Davison!

President's Report: Bruce reported that we have exciting news about the new children's wing, which will be reported by Dennis later in the meeting.

<u>Treasurer's Report:</u>	<u>YTD as of 10/31/11</u>
Total Revenue	\$1,972,096
Total Expenses	\$1,509,228
Surplus	\$462,868
Net Transfers	-\$317,926
Net Surplus	\$144,642
Operating Disbursements	\$120,602.06
Other Disbursements	\$30,961.75
Total Disbursements	\$151,563.81

Charlie Soriano reported that the Business Committee met and reviewed the proposed budget for next year. One recommendation was to add \$25,000 to the Author's Night budget. Another recommendation was to transfer money from other accounts to meet the budget. A motion was made by Bruce Collins and seconded by Jane Morris to approve the proposed budget. Passed unanimously.

Director's Report: Dennis introduced Nancy Chuya, a former part-time employee, who is now full-time.

Dennis reported that our part of the Suffolk Cooperative Library System budget is \$23,551. A motion was made by Doreen Niggles and seconded by Charlie Soriano to approve this payment. Motion passed unanimously.

Dennis also reported that our emergency stairwell always floods, and that it will cost \$900 to dig up the drywell and put in something bigger. The cesspool system will be tested next week.

Springs Library Services

In March of 2010 it was recommended at a Springs CAC meeting that a Springs Library Services committee be created to investigate the need or want for increased library services in Springs.

The first meeting of the committee was in April 2010. The committee met more than 10 times over the next 15 months and after much discussion and work the committee mailed a questionnaire to all 3,500 residences in Spring on July 20, 2011.

The results of the survey are as follows:

A total of 79 responses were received. 70 home owners, 8 renters, 1 unknown
63 of the respondents have East Hampton Library cards
28 of the respondents have Springs Library cards
40 were interested in some kind of expanded library services in Springs

When asked **Would you be interested in seeing a branch of the East Hampton Library in Springs?**

38 answered NO
28 answered YES

Of the 28 that answered YES the following were willing to pay no more than x as a tax increase for the branch
6 responses – 0%
9 responses – 25%
5 responses – 50%
8 responses – 100%

In addition the following responses mentioned a willingness to increase taxes at the EH Library

11 responses – 25%
5 responses - 50%
5 responses – 100%

Our new book scanner is installed and Emi Greene scanned 6 books today. We can view all the library technology before the next board meeting.

Our tax money from Springs was \$7800 short, but the mistake was found and we will get a check from the Springs School District.

Dennis reported that the East Hampton Historical society Holiday Stroll will be on December 10th, and that we have events going on the whole day.

This year's bonuses for the staff are one week's salary. A motion to approve this was made by Doreen Niggles and seconded by Charlie Soriano. Passed unanimously.

The Board had the opportunity to look at the changes to the new construction plans, and Dennis went through each page of the architect's drawings, explaining the changes. It was very exciting to see!

Dennis ended his report with amusing questions that the staff has received at the reference desk, including "Is Asia big?", "What is ____'s phone number?", and the best one "Can you find medical information on the plague? My hand turned black." !

Our next meeting, with our holiday celebration, is on December 16th.

The Board went into executive session at 4:50 to discuss the quasi judicial application before the DRB.

At 5:32 the general meeting was resumed and a motion to adjourn was made by Bruce Collins and seconded by Jane Morris.

Deborah Walter, Secretary

2011, DECEMBER 16, 2011 REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY

The Chairman of the Board, Tom Twomey, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Davison, Deichert, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Livera, Niggles, Parker, Rogers, Ross, Twomey, and Walter.

Absent: Cromack, Dreher, Epstein, Furlaud, Kaplan, Kelleher, Lebwith, Morris, Scheerer, and Soriano.

A motion was made by Ann Chapman and seconded by Gail Parker to approve the November minutes—passed unanimously.

President’s Report: Bruce presented bills from Stern’s office covering October 1-October31: The first was for incidentals for \$1,229.28, and the second for the construction design documents for \$25,000. Bruce made a motion to pay these bills, seconded by Doreen. Passed unanimously.

Bruce also reported that there would be a Design Review Board meeting on Wednesday, December 21, 5:00 pm at Village Hall to present the plans to them. They will take time to review them. Board members are encouraged to attend.

<u>Treasurer’s Report:</u>	<u>YTD as of 11/31/11</u>
Total Revenue	\$2,004,450
Total Expenses	\$1,644,281
Surplus	\$360,169
Net Transfers	-\$332,926
Net Surplus	\$27,243
Operating Disbursements	\$138,570.81
Other Disbursements	\$29,776.71
Total Disbursements	\$168,347.52

A motion was made by Chuck Hitchcock and seconded by Don Hunting to approve the treasurer’s report. Passed unanimously. A second motion was made to approve the disbursements by Sheila Rogers and seconded by Don Hunting—passed unanimously.

Director’s Report: Congratulations went out to Lisa Houston for completing her Master’s Degree as a Librarian! Dennis reported that all the staff is now wearing name tags.

The dry wells have been installed and the gutters have been cleaned. Marders came and righted an ornamental tree that had fallen over during a storm.

The library took part in the Main Street Holiday Stroll on Saturday, December 10th. We had many programs for residents and Starbucks donated hot chocolate and coffee. The lobby was decorated by George Biercuk and our staff. Buckley’s donated the tree in the children’s room. The library was packed that day!

Dennis reported that Randy Corell said that the construction documents should be ready soon. Ben Krupinski will get them to review and then start collecting bids. He should have a price by the middle of January.

Dennis collected statistics for the library over the last 5 years: circulation and visitors is up 5%, reference questions are up 117%, interlibrary loans up 163%, number of people attending programs up 543%, downloading up 215%, and wireless use up 307%. We had 217,000 visitors this year!

Dennis installed wireless and booster at LVIS and is looking to expand our library beyond its walls. It is named East Hampton Library wireless.

Our tax money will come early in January. It will be placed in CD's at Suffolk County National Bank. A motion to do this was made by Don Hunting and seconded by Chuck Hitchcock. Passed unanimously.

Author's Night: Sheila Rogers reported that the first meeting for Author's Night was held on Saturday at Patti Kennar's house. A great group of people are starting to organize the work.

The Honorary Co-Chair cocktail party will be held at Gail Parker's house on Dec 17th from 4-6 pm. Dennis will bring the drawings. Pledge cards and the new brochure will be distributed.

The next meeting will be on January 20th. A motion to adjourn at 5:13 was made by Bruce Collins and seconded by Janet Ross.

Deborah Walter, Secretary