

2012, JANUARY 20, 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 4:05 pm. Present: Chapman, Collins, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Lebwith, Livera, Rogers, and Twomey.

Absent: Cromack, Davison, Deichert, Dreher, Epstein, Furlaud, Kelleher, Morris, Niggles, Parker, Ross, Scheerer, Soriano, and Walter.

A motion was made by Ann Chapman and seconded by Bruce Collins to approve the December minutes-passed unanimously.

President's Report: no report

Treasurer's Report: Chuck Hitchcock gave the Treasurer's Report.

	<u>YTD as of 12/31/11</u>
Total Revenue	\$2,174,411
Total Expenses	\$1,785,842
Surplus	\$467,569
Net Transfers	-\$424,134
Net Surplus	\$43,435
Operating Disbursements	\$143,993.45
Other Disbursements	\$29,951.52
Total Disbursements	\$173,994.97

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

Chuck Hitchcock stated that Charlie Soriano had reviewed and approved the quarterly financial report and bank reconciliations.

Director's Report: Dennis reported on the various mailings the library staff have done in the past 2 months. Iris French has resigned as a part time page. Program attendance continues to rise. Ebook Downloads set an all time record for the month of December and January was forecast to eclipse December by 25%.

Fundraising: Sheila Rogers reported on the Capital Campaign committee fundraising and that the Authors Night committee has begun working on the 2012 event.

Executive Session: The Board went into Executive Session at 4:45PM to discuss contractual and legal matters pertaining to the Children's Addition project.

The meeting was adjourned at 5:45 pm.

Dennis Fabiszak, Director

2012, MARCH 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: Chapman, Collins, Davison, Deichert, Dreher, Epstein, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Livera, Morris, Niggles, Parker, Rogers, Ross, Scheerer, Soriano, Twomey, and Walter.

Absent: Cromack, Furlaud, Kelleher, and Lebwith.

A motion was made by Tom Twomey and seconded by Charles Soriano to approve the January minutes-passed unanimously.

Treasurer’s Report: Charlie Soriano first presented January’s report. A motion was made by Jane Morris and seconded by Patti Ferrin to approve this report-passed unanimously. Charlie then presented February’s report, since there was no Board meeting during that month. A motion was made by Jane Morris and seconded by Diana Deichert to approve February’s report-passed unanimously.

<u>Treasurer’s Report:</u>	YTD as of 1/31/12	YTD as of 2/29/12
Total Revenue	\$1,391,415	\$1,446,005
Total Expenses	\$137,540	\$258,960
Surplus	\$1,253,875	\$1,187,045
Net Transfers	-\$92,850	-\$141,250
Net Surplus	\$1,161,025	\$1,045,795
Operating Disbursements	\$138,769.33	\$121,428.67
Other Disbursements	\$18,130.29	\$53,967.07
Total Disbursements	\$156,899.62	\$175,395.74

Status of Children’s Wing: Tom reported that we received unanimous approval from the Design Review Board. Now we are just waiting for the Building Permit to be issued.

Fundraising: Sheila Rogers reported that over \$1.1 million has been pledged or received thus far. We will be hosting monthly events to raise more funds.

Line of Credit: Bruce Collins reported that Suffolk County National Bank is giving us a \$2 million line of credit in case we need it. He also presented a \$6,872.81 bill to be paid to Stern. A motion was made by Doreen and seconded by Don to pay this bill-passed unanimously. A second bill to Stern was for partial charges for the construction documents for \$91,000. A motion was made for approval to pay by Doreen and seconded by Jane-passed unanimously.

Ground-breaking Authorization: Doreen Niggles reported that we will have a ground-breaking

ceremony with a short reception afterwards. A tentative date is Saturday, April 7th.

Resolution: Resolved, that the President is hereby authorized to commence construction of the new Children's Wing upon his satisfaction with the contractual agreement with Krupinski Construction and upon receipt of all necessary municipal approvals permitting ground-breaking for same.

A motion was made to pass the resolution by Bruce Collins and seconded by Don Hunting-passed unanimously.

Director's Report: A motion was made by Sara Davison and seconded by Don Hunting to accept the Annual State report—passed unanimously.

Dennis reported that a defibrillator device was placed behind the main desk and that training is continuing. He also reported that emails were sent to over 7,000 on library programs and information.

The next meeting will be on April 20th. A motion to adjourn at 5:30 pm was made by Doreen Niggles and seconded by Diana Deichert.

Deborah Walter, Secretary

2012, APRIL 20, 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, Dreher, Fabiszak, Ferrin, Hunting, Lebwith, Livera, Morris, Niggles, Rogers, Ross (by Phone), Scheerer, Soriano, Twomey, and Walter.

Absent: Cromack, Davison, Epstein, Furlaud, Hitchcock, Kelleher, Kennedy, and Parker.

Two corrections were made to the March minutes: the year and a negative sign on the net transfers. A motion was made by Don Hunting and seconded by Jane Morris to approve the minutes-passed unanimously.

Treasurer's Report: Charlie Soriano presented March's report. A motion was made by Sheila Rogers and seconded by Jane Morris to approve this report-passed unanimously. Charlie then presented the warrant. A motion was made by Doreen Niggles and seconded by Diana Deichert to approve this warrant -passed unanimously.

<u>Treasurer's Report:</u>	YTD as of 3/31/12
Total Revenue	\$1,445,320
Total Expenses	\$500,201
Surplus	\$995,119
Net Transfers	-\$172,396
Net Surplus	\$822,723
Operating Disbursements	\$244,904.07
Other Disbursements	\$108,920.57
Total Disbursements	\$353,824.64

Nominating Committee Report: Doreen Niggles reported that Ellen Cromack will retire from the Board after many years of service, especially on the Children's Fair. Maureen Egan and Brooke Kroeger Goren have been proposed. The vote is in May; terms begin in June.

Children's Wing: Bruce Collins reported on the groundbreaking ceremony held on Saturday, April 14th. We had a beautiful day, with 125-150 people attending, including representatives from SCNB, Marder's, and Krupinski Builders. Dennis said that our building permit was issued by late that Friday. Bruce also reported that our line of credit is now formalized with SCNB; \$2,000,000 only if we need to use it.

Fundraising: Sheila Rogers reported that Brooke Kroeger has donated \$25,000 for the new Children's Wing. She also set up a fundraising committee, chaired by Jane Morris and including Ann Chapman, Bruce Collins, Diana Deichert, Don Hunting, Howard Lebwith, Sheila Rogers, Bobby Scheerer, and Debbie Walter.

Director's Report: Dennis Fabiszak reported that he has set up a staff development program for the library staff on Monday. The East Hampton Historical Society has asked to borrow some of our Thomas

Moran artifacts for their month-long show. It is insured and will be in a locked glass display. A motion was made by Don Hunting and seconded by Ann Chapman to allow this—passed unanimously.

Dennis also reported that Ralph Lauren is looking to do a series of author's reading in their children's store and wants to co-partner with us. They already donate \$10,000 to the Children's Fair.

Heirloom Gardens sponsors our weekly library update and movie night.

Surveyors will stakeout the grounds on Monday or Tuesday.

There was a discussion about a senior's grant application from the Health Care Foundation to do a forum with world-class speakers on services for senior citizens in East Hampton. They need a non-profit organization to co-sponsor. We will wait to see if they receive the grant before deciding.

Author's Night: Sheila Rogers reported that we have 41 authors thus far. The party will be held on the Gardiner Farm this year, where there is ample room for the tent and parking.

The next meeting will be on May 18th. A motion to adjourn at 5:28 pm was made by Ann Chapman and seconded by Howard Lebwith.

Deborah Walter, Secretary

2012, MAY 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, Deichert, Dreher, Epstein, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Livera, Morris, Niggles, Parker, Rogers, Scheerer, Twomey, and Walter.

Absent: Furlaud, Kelleher, Lebwith, Ross, and Soriano.

A spelling correction was made to the minutes of last month. A motion was made to accept the corrected minutes by Don Hunting and seconded by Diana Deichert. Passed unanimously.

Treasurer's Report: Charlie Soriano randomly checked the books this month for the auditors and found everything okay. The Board reviewed the treasurer's report. A motion was made by Doreen Niggles and seconded by Chuck Hitchcock to accept the treasurer's report. Passed unanimously.

Bruce Collins reported that a bill was to be paid to Robert A. Stern for the cost of copying the blueprints for \$1270.13. A motion to pay the bill was made by Ann Chapman and seconded by Gail Parker. Passed unanimously.

The Board reviewed the Warrant, and a motion was made to accept it by Doreen Niggles and seconded by Chuck Hitchcock. Passed unanimously.

	YTD as of 4/30/12
Total Operating Revenue	\$1,551,916
Total Operating Expenses	\$646,954
Operating Surplus	\$904,962
Net Transfers	-\$214,021
Net Surplus	\$690,941
Operating Disbursements	\$150,831.77
Other Disbursements	\$ 23,002.28
Total Disbursements	\$173,834.05

At 4:15, a motion to close the May Meeting and open the Annual Meeting was made by Doreen Niggles and seconded by Jane Morris. Passed unanimously.

2012, MAY 18, ANNUAL MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY
HELD AT 4:15 PM AT THE LIBRARY

The nominating committee, chaired by Doreen Niggles, proposed the Class of 2016 new board members: Maureen Egan and Brooke Kroeger Goren. They will join the others from the Class of 2016: Kristine Kennedy, Doreen Niggles, Janet Ross, Charlie Soriano, and Tom Twomey. Stuart Epstein and Howard Lebwith were reassigned to the Class of 2013. Doreen Niggles made the motion and Jane Morris seconded it to accept the slate. Passed unanimously.

The proposed slate of officers for 2012-2013 are:

Chairman:	Tom Twomey
President:	Don Hunting
Vice President:	Barbara Scheerer
1 st Vice President:	Sheila Rogers
2 nd Vice President:	Ann Chapman
Treasurer:	Charlie Soriano
Assistant Treasurer:	Chuck Hitchcock
Corresponding Secretary:	Kristine Kennedy
Recording Secretary:	Deborah Walter

A motion was made by Doreen Niggles and seconded by Sheila Rogers to elect these officers. Passed unanimously.

The annual meeting was closed at 4:40 with a motion by Chuck Hitchcock, and seconded by Doreen Niggles.

The regular May Meeting was reopened at 4:40.

Children's Wing: Dennis received bids for the excavation and the Board will be deciding soon.

Bruce Collins reported that Dennis and Tom have worked extremely hard to get all the paperwork completed so we can start. He also reported that Krupinski Construction worked with the architect to cut costs.

Sheila Rogers reported that Jill Davis and Ed Konard have donated \$500,000 to the new children's wing. Our pledges total almost 3.8 million dollars.

Director's Report: Dennis announced that Jennifer Dunn has resigned, and that Angela Malomo was hired in her place in the children's room.

The financial report draft is ready to be reviewed by the Board. The auditors suggested that we include a Whistleblower Policy, which the Board will also review.

Dennis is researching digital security systems and has narrowed the search to 2 companies. The cameras will be directed on the building site, and at the entrances to the library. The cost will be \$11,000-\$14,000. A motion was made by Bruce Collins and seconded by Doreen Niggles to give Dennis the authority to spend up to \$14,000 on a security system for the library. Passed unanimously.

Our fundraising letter is ready. It will be sent with a donor card and a 2-sided flyer describing the new children's wing. A motion was made by Jane Morris and seconded by Don Hunting to accept the letter and inserts. Passed unanimously.

Author's Night: Sheila Rogers reported that our new honorary co-chairs are Robert Caro, David Baldacci, Dick Cavett, Dava Sobel, and Lynn Sherr. She also reported that we need more party hosts. We have about 60 authors thus far. Our sponsors are Open Road Media, Domaine Franey, Hamptons Magazine, Prudential Douglas Elliman Real Estate, Southampton Publick House, and Peconic Public Broadcasting.

Tom Twomey also gave a big thank you to Bruce Collins for his work as President of the Board this year and presented him with a book, The History of East Hampton, by Henry L. Hedges.

A motion to close the meeting was made by Stuart Epstein and seconded by Ann Chapman. The meeting was adjourned at 5:13.

Deborah Walter, Secretary

2012, JUNE 15, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY.

The President of the Board, Don Hunting, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Deichert, Dreher, Egan, Fabiszak, Ferrin, Hitchcock, Hunting, Kennedy, Lebwith, Livera, Morris, Niggles, Parker, Rogers, Ross, Scheerer, Soriano, and Walter.

Absent: Davison, Epstein, Furlaud, Goren, Kelleher, and Twomey.

A motion was made to accept the minutes by Lorna Dreher and seconded by Gail Parker. Passed unanimously.

Mr. Hunting introduced new board member Maureen Egan. He then issued the oath of office. He also thanked everyone who helped with the fundraising mailing, especially Jane Morris, who had organized it.

Treasurer's Report: Charlie Soriano showed the pre-approval checks, so that the board had the opportunity to see them before they were paid. Whitmore's will be doing the masonry, as they are able to make bricks to match the existing ones.

A motion was made by Bruce Collins and seconded by Jane Morris to accept the pre-approved checks. Passed unanimously.

A motion was made by Sheila Rogers and seconded by Kristine Kennedy to accept the treasurer's report. Passed unanimously.

A motion was made by Jane Morris and seconded by Chuck Hitchcock to accept the warrant. Passed unanimously.

	YTD as of 5/31/12
Total Operating Revenue	\$1,621,974
Total Operating Expenses	\$766,151
Operating Surplus	\$855,823
Net Transfers	-\$272,973
Net Surplus	\$582,850
Operating Disbursements	\$120,702.02
Other Disbursements	\$109,280.59
Total Disbursements	\$229,982.61

The board was asked to review the committee list and join up.

Children's Wing: Bruce Collins reported that Ben Krupinski was working on bids.

Dennis reported that the furnace and air conditioning unit were taken out of the lower level. All the children's books were moved to their temporary place in the lower level. He also said that on Monday, the electricity in the children's room will be turned off and a wall between the children's room and the Hedges Room will be constructed. Next week, the wall in the back of the children's room will come down. Mr. Hunting gave big thanks to Dennis for all of his hard work.

Fundraising: Sheila congratulated Jane Morris and her committee for the mailing of over 9,000 fundraising letters. We continue to get pledges of significant amounts.

Director's Report: Dennis reported that volunteer Jim Sullivan resigned and that Brittney Fick will replace him. Alexandria is now in charge of the pages.

Dennis discussed the Whistleblower Policy that the Board had a chance to review. A motion to approve the policy was made by Chuck Hitchcock and seconded by Kristine Kennedy. Passed unanimously.

Dennis told the Board about the old equipment that would be given away. A motion to approve this was made by Bruce Collins and seconded by Doreen Niggles. Passed unanimously.

Dennis showed the board the panoramic view of the construction site that is up on the library's website.

Dennis reported on the 2013 budget draft and is hoping for a late September vote.

Author's Night: Sheila Rogers reported that we have 18 hosted parties, but we need some more. This year we will be having a professional security company. We need a tent for our celebrities this year. We will be renting a truck to help us move everything to the Gardiner Property.

Children's Fair: Lorna Dreher reported that Amy Griffin and Debbie Drugar are helping. The theme is Pirates. Ralph Loren is sponsoring. Children will submit stories and actors will act them out. There will be 5 readings at Ralph Loren's children's store, where book marks advertising the Children's Fair will be handed out.

Other Business: We will send a note of condolence to Bookhampton for the death of their owner.

The next meeting is July 20th. The meeting was adjourned at 5:07. Motion by Bruce Collins, seconded by Charlie Soriano.

Deborah Walter, Secretary

2012, JULY 20, 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, Dreher, Egan, Epstein, Fabiszak, Ferrin, Furlaud, Goren, Hitchcock, Hunting, Kennedy, Livera, Rogers, Ross, Scheerer, Twomey, Walter.

Absent: Deichert, Kelleher, Lebwith, Morris, Niggles, Parker, Soriano.

A motion was made to accept the minutes by Ann Chapman and seconded by Bruce Collins. Passed unanimously.

President's Report: Mr. Hunting welcomed Brooke Goren to the Board. He also reported that she will join the Long Island Collection Committee and the Special Events Committee, while Maureen Egen will join the Book Sale Committee and the Library Society Committee. A motion was made by Chuck Hitchcock to approve the committee assignments and seconded by Isabel Furlaud. Passed unanimously.

Treasurer's Report: Chuck Hitchcock reviewed the monthly financial statement with the Board. A motion was made by Sara Davison and seconded by Sheila Rogers to accept the treasurer's report. Passed unanimously.

The Board then reviewed the disbursements and the pre-approved checks, and a motion was made by Chuck Hitchcock and seconded by Don Hunting to accept them. Passed unanimously.

	YTD as of 6/30/12
Total Operating Revenue	\$1,787,052
Total Operating Expenses	\$882,425
Operating Surplus	\$904,627
Net Transfers	-\$353,567
Net Surplus	\$551,060
Operating Disbursements	\$119,558.04
Other Disbursements	\$ 13,860.01
Total Disbursements	\$133,418.05

The Audit Report was reviewed by the Board, and a motion to accept the report was made by Lorna Dreher and seconded by Sara Davison. Passed unanimously.

Director's Report: Dennis reported that the Budget Committee met and would like to have the library vote on September 29th. Two resolutions were discussed.

RESOLVED that, pursuant to General Municipal Law §3-c(5), the Board of Managers of the East Hampton Library overrides, for the 2013 calendar year, the tax levy limit imposed by Municipal Law §3-c(3).

A motion to approve was made by Don Hunting and seconded by Brooke Goren. Passed unanimously.

RESOLVED, that the proposed Library budget for the Year 2013 in the amount of \$1,989,605 with a proposed tax levy of \$1,375,442 is hereby approved; the Library Director is authorized to cause the requisite publications of the legal notice in line with a vote date of September 29, 2012 to be undertaken within those newspapers of general circulation within the school districts possessing the electorates entitled to vote upon the budget/tax levy proposition.

A motion was made to approve this resolution by Don Hunting and seconded by Maureen Egen. Passed unanimously.

Dennis gave his construction report: the workers are doing the underpinnings to support the rest of the walls since the hole will be deeper than the existing foundation. The main hole should be dug next week.

Library officers attended a lunch at Janet Ross's house and received a check for \$1,000,000 for the children's wing construction. There is about \$150,000 remaining to reach the second million dollars, so Isabel Furlaud will try to get more donors.

Author's Night: Sheila was concerned about the overall increase in cost in changing the venue, so Alec Baldwin offered \$50,000 to help defray the costs. Guild Hall will share the cost of the tent for their event on Friday night. Ticket sales are going well. Saunders Real Estate is a new corporate sponsor.

Other Business: The Business Committee had a recommendation for the Board:

Be it resolved, upon the recommendations of UBS and the Business Committee, we authorize UBS Financial Services to sell all our shares of "Nuveen Tradewinds Value Opportunities Fund" and to use the "Donor Restricted" proceeds to set up a new UBS account to be managed by Spectrum Asset Management, which will invest in preferred securities.

A motion to accept was made by Chuck Hitchcock and seconded by Ann Chapman. Passed unanimously.

The next meeting is August 17th. The meeting was adjourned at 5:18. Motion to adjourn by Stuart Epstein, seconded by Don Hunting.

Deborah Walter, Secretary

2012, AUGUST 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, Dreher, Egen, Epstein, Fabiszak, Ferrin, Furlaud, Goren, Hitchcock, Hunting, Kennedy, Lebwith, Livera, Morris, Parker, Rogers, Ross, Scheerer, Twomey, Walter.

Absent: Davison, Deichert, Kelleher, Niggles, Soriano.

A motion was made to accept the minutes by Kristine Kennedy and seconded by Howard Lebwith. Passed unanimously.

President's Report: Don Hunting encouraged all the board members to meet the library staff.

Treasurer's Report: Chuck Hitchcock reviewed the monthly financial statement with the Board. A motion was made by Sheila Rogers and seconded by Gail Parker to accept the draft management report. Passed unanimously.

The Board then reviewed the disbursements and the pre-approved checks, and a motion was made by Bruce Collins and seconded by Maureen Egen to accept them. Passed unanimously.

Chuck Hitchcock reported that Treasurer Charlie Soriano reviewed and signed the annual 990 filing. It was mailed to the IRS before the 8-15-12 due date.

	YTD as of 7/31/12
Total Operating Revenue	\$2,889,469
Total Operating Expenses	\$1,003,195
Operating Surplus	\$1,886,274
Net Transfers	-\$1,379,892
Net Surplus	\$506,382
Operating Disbursements	\$132,208.88
Other Disbursements	\$ 56,117.76
Total Disbursements	\$188,326.64

Director's Report: Dennis introduced Gina Piastuck, head of the Long Island Collection and Frank Sorentino, a coin collector. Gina did a program on currency, and Frank was so interested that he now volunteers in the Long Island Room, transcribing hand written books. This service is invaluable to us, and we appreciate all the hours of work that Frank has donated to the library. A motion was made by Stuart Epstein to officially thank Frank Sorentino for all his hard work, and seconded by Ann Chapman and Jane Morris. Passed unanimously.

Author's Night: Sheila Rogers reported that this was our most successful Author's Night in 8 years. We were on the Gardiner property, where the parking was convenient, and the tent was much larger. We had less authors this year with 130, but sold more books. We had 18 dinner parties that served 420 for

dinner. Press coverage was great, with limited photographers under the tent. Our total income thus far is \$230,150 with more expected to be coming in.

Children's Fair: Lorna Dreher reported that the Children's Fair was extremely successful. There was a theme this year of Pirates. There were many interesting things to keep the children busy. We sold many children's books. Bill Gardiner was thanked for the use of his property.

Children's Wing: Bruce Collins reported that the concrete was poured for the footings and that the concrete will be poured for the walls next week. He encouraged all the board members to come to watch.

Fund Raising: We only have about \$35,000 more to raise to meet the next \$1,000,000 challenge.

The next meeting is September 21st. The meeting was adjourned at 5:20. Motion to adjourn by Chuck Hitchcock, seconded by Jane Morris.

Deborah Walter, Secretary

2012, SEPTEMBER 21, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY.

The President of the Board, Don Hunting, called the meeting to order at 4:00 pm. Present: Chapman, Collins, Davison, Dreher, Egen, Fabiszak, Goren, Hunting, Lebwith, Livera, Morris, Parker, Rogers, Scheerer, Soriano, Walter.

Absent: Deichert, Epstein, Ferrin, Furlaud, Hitchcock, Kennedy, Niggles, Ross, Twomey.

President's Report: Don Hunting reminded the Board of the library vote on September 29th from 10:00am-5:00pm. Any registered voter from East Hampton, Wainscott, or Springs is eligible to vote. He also will have an updated committee list for next month's meeting.

Mr. Hunting reported that Jack Kelleher has resigned from the Board. Ann Chapman suggested that we have a new Board list with addresses and phone numbers.

A motion was made to accept the minutes by Jane Morris and seconded by Ann Chapman. Passed unanimously.

Treasurer's Report: Charlie reviewed the financials. A motion was made by Sheila Rogers and seconded by Gail Parker to accept the Draft Management Report. Passed unanimously.

A motion was made by Jane Morris and seconded by Brooke Goren to accept the Disbursements. Passed unanimously.

Charlie reported that the business committee met and reviewed the UBS Portfolio. They also reviewed the investment policy. The committee will meet again soon.

	YTD as of 8/31/12
Total Operating Revenue	\$3,021,319
Total Operating Expenses	\$1,297,376
Operating Surplus	\$1,723,943
Net Transfers	-\$1,388,964
Net Surplus	\$334,979
Operating Disbursements	\$312,907.12
Other Disbursements	\$ 17,084.67
<i>Pre-approvals (LRC)</i>	<i>\$256,687.58</i>
Total Disbursements	\$586,679.37

Director's Report: Dennis reported that we are trying to update the number of items a patron can check out of the library. The changes would be that a person can now take out 5 new DVD's and 5 old DVD's, an unlimited number of magazines, and an unlimited number of CD's. A motion was made by Jane Morris and seconded by Brooke Goren to accept these changes. Passed unanimously.

Dennis has applied for a construction grant from Suffolk County. There is \$900,000 to divide up and be awarded in the spring. Motion was made by Ann Chapman and seconded by Lorna Dreher to authorize Dennis to apply for the grant. Passed unanimously.

Dennis also reported that the Wiborg Estate has donated approximately 100 4" binders containing documents relating to his ink business and personal life. Richard Adrian donated about 93 boxes of books and 5 boxes of record albums, some collectibles. He also donated an antique sliding library ladder.

Dennis reported that he was contacted by OMNI about the 401b Plan. Wording has to be added. (See attached resolution). Motion made by Jane Morris, seconded by Sara Davison. Passed unanimously.

Dennis reminded everybody to vote in the September 29th library vote for an increase of about \$7.58 per household for the year.

Building Report: Dennis reported that pipes have been installed to drain water from the foundation to dry wells. Unfortunately, the tree by the new stairwell must be removed. He will try to find someone to take it.

Author's Night: Sheila Rogers shared with the Board that the gross income from was approximately \$245,000.

A motion to adjourn was made at 5:15 by Gail Parker and seconded by Maureen Egen.

The next meeting will be October 19th.

Deborah Walter, Secretary

2012, OCTOBER 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, Deichert, Egen, Epstein, Fabiszak, Goren, Hitchcock, Hunting, Kennedy, Lebwith, Livera, Morris, Rogers, Scheerer, Twomey, and Walter.

Absent: Davison, Dreher, Ferrin, Furlaud, Niggles, Parker, Ross, and Soriano.

President's Report: Don Hunting introduced Gina Piastuck who showed the Board a framed picture taken from a whaling log, "The Log of the Whaler Helena", donated by Helen and Claus Hoie. Kristine Kennedy will write a thank-you note.

A motion to accept the minutes was made by Jane Morris and seconded by Brooke Goren. Passed unanimously.

Treasurer's Report: Chuck Hitchcock reviewed the financials with the Board. A motion was made by Stuart Epstein and seconded by Ann Chapman to accept the Draft Management Report. Passed unanimously.

A motion was made by Sheila Rogers and seconded by Don Hunting to accept the Disbursements. Passed unanimously.

	YTD as of 9/30/12
Total Operating Revenue	\$3,065,424
Total Operating Expenses	\$1,454,140
Operating Surplus	\$1,611,284
Net Transfers	-\$1,396,052
Net Surplus	\$215,232
Operating Disbursements	\$159,093.09
Other Disbursements	\$257,862.58
<i>Pre-approvals (LRC)</i>	
Total Disbursements	\$416,955.67

Progress Report: Sheila Rogers showed the Board the new Progress Report for the children's wing. It is ready to be mailed out.

Building Report: Bruce Collins reported that we are waiting on the steel beams, which are being made. Hopefully they will be ready next week. The elevator shaft is in, the foundation is set, and the drainage system is in place.

Director's Report: Dennis reported on the budget vote, which had a low turnout: 195-Yes, 36-No. The Board thanked Kerri Stevens and the East Hampton School District, who volunteered the time handing out and collecting absentee ballots. Don Hunting read 2 motions to the Board:

Motion #1: Resolved that the Board of Managers of the East Hampton Library hereby accept the results of the 2013 Library Budget Vote held Saturday, September 29, 2012. The vote was managed and the voting results were certified by the School District Clerks of the East Hampton, Springs, and Wainscott School Districts. The results are as follows:

East Hampton: 130 Yes, 35 No

Springs: 54 Yes, 1 No

Wainscott: 11 Yes, Zero No

Motion made by Don Hunting, seconded by Bruce Collins. Passed unanimously.

Motion #2: Resolved that, pursuant to General Municipal Law § 3-c(5), the Board of Managers of the East Hampton Library overrides, for the 2013 calendar year, the tax levy limit imposed by Municipal Law § 3-c(3) and as a result of the public vote that the Library Board of Managers plan to spend the monies that exceed the tax levy limit during the 2013 calendar year.

Motion made by Don Hunting, seconded by Sheila Rogers. Passed unanimously.

Dennis attended a Library Director's meeting. There was discussion about what is legal for employees to post online. He proposed a new protocol for employees and passed around a draft for a library issued email account for the Board to read. He will have the staff sign the letter. A motion to accept the new protocol was made by Chuck Hitchcock and seconded by Kristine Kennedy. Passed unanimously.

"Dennis suggested that Keri Lamperter be on retainer of \$1500 per month. She will be in charge of the communication, public relations and creative design campaigns for the East Hampton Historical Collection, the Children's Fair, the Library Society, and Author's Night. Funds for the retainer can be apportioned from the various existing budget amount for 2013. There was unanimous agreement with the proposal.

There is a Trustee Workshop in Bellport on November 15, 6:30-9:00pm. Dennis has suggested that Board members attend if possible.

Dennis and Kristine Kennedy have been discussing various interior design ideas, and have set up a design committee. Maureen Egen, Brooke Goren, Diana Deichert, and Tom Twomey have volunteered.

A motion to adjourn was made at 5:15 by Ann Chapman and seconded by Maureen Egen.

The next meeting will be November 16th.

Deborah Walter, Secretary

2012, November 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: Chapman, Collins, Dreher, Egen, Fabiszak, Ferrin, Hitchcock, Hunting, Lebwith, Livera, Niggles, Parker, Rogers, Ross, Twomey, and Walter.

Absent: Davison, Deichert, Epstein, Furlaud, Goren, Kennedy, Morris, Scheerer, and Soriano.

President's Report: Don Hunting relayed the latest information on the Children's Wing construction site. The steel should be here this week. He also reported on an incident at the site and Dennis elaborated on the story. A dog was chasing a 200-pound deer onto the property when the deer crashed into a construction truck. Injured, but still running, the deer fell into the construction hole and died, while the dog just ran away. The deer had to be removed from the hole by crane.

A motion to accept the October minutes was made by Chuck Hitchcock and seconded by Bruce Collins. Passed unanimously.

Treasurer's Report: Chuck Hitchcock reviewed the financials with the Board. A motion was made by Gail Parker and seconded by Maureen Egen to accept the Draft Management Report. Passed unanimously.

A motion was made by Sheila Rogers and seconded by Lorna Dreher to accept the Disbursements. Passed unanimously.

	YTD as of 10/31/12
Total Operating Revenue	\$3,185,172
Total Operating Expenses	\$1,587,520
Operating Surplus	\$1,597,652
Net Transfers	-\$1,499,187
Net Surplus	\$ 98,465
Operating Disbursements	\$134,050.37
Other Disbursements	\$ 11,658.34
<i>Pre-approvals (LRC)</i>	
Total Disbursements	\$145,708.71

The investment committee met to discuss how UBS handles our investments and the charges we pay for their management of the investments. They compared costs with three other companies and found that we were paying a high management fee with UBS. A motion was made by Don Hunting and seconded by Ann Chapman to change the management of our investments to Fidelity. There were 9 yes votes, 2 no votes, and 3 abstentions. More discussion to follow.

Director's Report: Dennis reported on the SCLS proposed budget, which would mean a 5% increase for us. It is based on population. A motion to authorize Dennis to vote for the SCLS budget was made by Chuck Hitchcock and seconded by Bruce Collins. Passed unanimously.

A motion was made by Maureen Egen and seconded by Gail Parker to authorize Dennis to cast a ballot for Mike Lennon for trustee.

A motion was made by Don Hunting and seconded by Bruce Collins for Mark Knox to be the employee's representative to help with retirement

A motion was made by Chuck Hitchcock and seconded by Sheila Rogers to open a checking account with Suffolk County National Bank to write checks for capital expenditures. Passed unanimously.

Dennis reported that he found someone with 125 documents related to Gardiner's Island selling for \$5,200. A motion was made by Ann Chapman and seconded by Chuck Hitchcock to use Long Island Collection money to purchase them. The Goelets will donate \$2,500 to help with the purchase. Passed unanimously.

Dennis produced an insert that will go into the East Hampton Star with books that we sell.

Dennis reported that the East Hampton Library 2013 calendar was mailed out this week.

Construction update: The backfill is done. The steel is being manufactured this week for installation next week.

Dennis reported that LIPA sent a foreman to analyze our lighting and replaced our lights with florescent bulbs costing \$2500. LIPA pays for 70% and saves us \$2800 per year.

Dennis received many emails from patrons on the service of the library in the aftermath of Hurricane Sandy. Some made suggestions which will be considered.

Sheila Rogers reported that donations have been coming in thanks to the children's wing progress report that was sent out.

A motion to adjourn at 5:42 was made by Maureen Egen and seconded by Ann Chapman. The next meeting was changes to Friday, December 14th at 3:30.

Deborah Walter, Secretary

2012, December 14, REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 3:30 PM AT THE LIBRARY.

The Chairman of the Board, Tom Twomey, called the meeting to order at 3:30 pm. Present: Chapman, Davison, Egen, Epstein, Fabiszak, Ferrin, Hitchcock, Kennedy, Lebwith, Livera, Morris, Parker, Rogers, Ross, Scheerer, Twomey, and Walter.

Absent: Collins, Deichert, Dreher, Furlaud, Goren, Hunting, Niggles, and Soriano.

We had a moment of silence for the victims of the shooting in Newtown, Connecticut.

A motion to accept the November minutes was made by Jane Morris and seconded by Gail Parker. Passed unanimously.

Treasurer's Report: Chuck Hitchcock reported that revenue is up, book sales are way up, and expenses are down. He reviewed the financials with the Board. A motion was made by Howard Lebwith and seconded by Sheila Rogers to accept the Draft Management Report. Passed unanimously.

A motion was made by Sara Davison and seconded by Howard Lebwith to accept the Disbursements. Passed unanimously.

	YTD as of 11/30/12
Total Operating Revenue	\$3,238,391
Total Operating Expenses	\$1,710,525
Operating Surplus	\$1,527,866
Net Transfers	-\$1,527,347
Net Surplus	-\$ 7,481
Operating Disbursements	\$127,337.15
Other Disbursements	\$ 40,322.47
<i>Pre-approvals (LRC)</i>	
Total Disbursements	\$167,659.62

A motion was made by Chuck Hitchcock and seconded by Ann Chapman to adopt the full 2013 budget. Passed unanimously.

Children's Wing: Dennis reported that the massive steel beams and the plumbing are in place. The steel company is manufacturing the roof steel and we may get it next week. Then the wing will be covered by a big tarp and heated so that the masons can work. The skeleton should be in place after the holidays. We are still under-budget because the contractors are donating some of their time/materials. Sheila reported on the Capital Campaign Fundraising.

Director's Report: Dennis reported that we have an employee on disability and that we have two new employees, Amy Young and Edison.

Gina Piastuck reported that we have a new historical book, "Origins of the Past". It covers Montauk and Gardiner's Island. We printed 1500 copies for \$22,000, paid for by the Goelets and the Montauk Point Yacht Club. We are selling many 4-volume sets of the East Hampton Historical Collection.

Dennis reported that November set a record for the number of ebooks downloaded. All of the staff are trained to help people with ebooks.

Interior Design Committee: Kristine Kennedy reported that she and Dennis researched companies and found Lee Skulnik, who also lives locally. They will give us ideas and we will choose which one we like. We want their proposal now so we can open in early summer.

Phase 1: 1 month to put 3 designs before the Board- \$17,000

Phase 2: 2 months to develop that design: lighting, colors, etc. The design of the Hedges Room is included-\$4,000

Phase 3: The work will be done -\$38,000

The total is \$59,000. Kristine made a motion to authorize Dennis, Tom, and Bruce to negotiate a contract with Lee Skulnik. Seconded by Chuck Hitchcock; passed unanimously.

We continued discussion about our investment policy and received a handout on Fidelity's Wealth Management Services. The investment committee, chaired by Don Hunting, will work with Fidelity and report to the Board every 3 months. Charlie, Bruce, Tom, and Maureen will be on the committee. A motion was made by Ann Chapman and seconded by Gail Parker to invest with Fidelity. Passed unanimously.

A motion to adjourn at 4:56 was made by Maureen Egen and seconded by Ann Chapman. The next meeting is January 18.

Deborah Walter, Secretary