

2017, April 21, 2017 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, Sheila Rogers, called the meeting to order at 4:05 pm. Present: Chapman (by phone), Davison, Collins E, Egen, Fabiszak, Ferrin, Livera, Mulligan, Rae, Rogers, Ross and Walter.

Absent: Arandia, Collins B, Deichert, Dreher, Druker, Epstein, Furlaud, Goren, Lebwith, Parker and Soriano

A motion to approve the March minute was made by Maureen Egen and seconded by Jenny Mulligan—passed.

Treasurer's Report: Sara Davison gave the financial report. A motion was made to accept the draft management report and the disbursements by Maureen Egen and seconded by Jenny Mulligan—passed.

	<u>YTD as of 3/31/2017</u>
Total Operating Revenue	\$ 1,879,677
Total Operating Expenses	\$ 582,541
Operating Surplus	\$ 1,297,136
Net Transfers	\$ 0
Net Surplus	\$ 1,297,136
Operating Disbursements	\$ 238,915.36
Other Disbursements	\$ 0
Total Disbursements	\$ 238,915.36

Dennis added that the income from fines will decline due to automatic renewal. In fact, 95% of negative situations in the library result from fines. For that reason, no fines for children's books are charged. How to deal with fines is something to be considered in the future.

President's Report: Sheila Rogers asked for two new Pension Plan Board Signatories. Jenny Mulligan and Chip Rae volunteered. The motion to accept the new Pension Plan Board Signatories was made by Patti Ferrin and seconded by Debbie Walter—passed.

Sheila requested the approval to change the May meeting date from the normally scheduled meeting of May 19, 2017 to May 12, 2017. At this meeting, there will be the presentation of the slate of officers and Dennis will have Business meeting. The motion to accept the change of meeting dates was made by Maureen Egen and seconded by Jenny Mulligan—passed.

The Author's Night Committee has been meeting regularly. To date, there are 40 authors. It is hoped to have 55 more. The parking on the main field may not be available. New hosts are needed for the dinners. Chip Rae volunteered his home and added that Rick and Melinda Gilbert would too.

Tom Twomey Series: Chip Rae reported that the Tom Twomey series has had two presentations. The first was Larry Cantwell's presentation with approximately 45 people in attendance. The second was the Farm to Table presentation on Apr 20 with 57 people in attendance. Chip noted that presenters appreciate the question and answer format. Advertising for the series has been expanded with ads in local papers and the distribution of flyers to local establishments. The series reaches a wide audience as it is available on Facebook live streaming and also is filmed by LTV.

Investment Committee: Maureen Egen reported that investments are doing well. The Bonds are stable but do not give a lot of returns. Currently the MLP (Mater Limited Partnership) is successful.

Book Sales: Debbie Walter informed the Board that last month was a banner month largely due to the donation of religious books from St Luke's and another donation of art books. Over 582 books have been sold since the beginning of year with 172 of the books sold in the last month.

Director's Report: Dennis Fabiszak reported that the Baldwin Family Lecture Room is being used for local events such as Town informational meeting on Coastal Erosion. On April 22, 2017 the library will co-sponsor a presentation about the Horseshoe Crab die-off. Also on April 22 will be a film and reception.

- Long Range Plan. Dennis provided a four page handout with long range plan goals. Dennis will meet with Department heads to determine how many can be accomplished. One goal is to coordinate with local schools. East Hampton High School conducted its April faculty meeting at the Library. As a result, the Library has been contacted by teachers for programs. The Library can work with schools to co-sponsor events and the Library can offer prizes (which schools cannot). Dennis would like to invite the High School every year and also include East Hampton Middle School and Springs School.
- New Payroll System. Allen Livera and Dennis researched automatic payroll systems and have decided that AccuData is the best option at a cost of \$4000/year. The new system will take about 6-8 weeks to be set up and will reduce more efficient for bookkeeping and administration. The motion to authorize the contract with AccuData was made by Jenny Mulligan and seconded by Chip Rae—passed.
- NY State Minimum Standard for Libraries. The State has made changes to what is required by Libraries that include 60 hours continuing education for all librarians every five years, technical education for all staff every year and three hours of continuing education for all trustees. These changes occur despite the fact that there has been 0% increase in the budget for libraries from NY State budget. The 0% increase also will affect what is offered patrons through federally funded and state shared services.
- Main Street appearance. It is not permitted for the Library to install sprinklers to help the grass grow between the curb and the sidewalk. The village will add bricks or additional paths to this area.
- Digitization Grant. The Library submitted a grant request to the Robert David Lion Foundation. If received in July, the \$96,000 grant would be used to finish the EH Star archives and Karl Grossman town historic documents.

The next meeting is May 12 at 4:00.

A motion to adjourn at 5:18 was made by Patti Ferrin and seconded by Sara Davison—passed.

Submitted by Ellen Collins