

2017, May 12, 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 4:01 pm. Present: Collins B, Collins E, Chapman (by phone), Davison, Deichert, Druker (by phone), Egen, Fabiszak, Livera, Parker, Rae, Rogers, Ross, Soriano and Walter.

Absent: Arandia, Dreher, Epstein, Ferrin, Furlaud, Goren, Lebwith and Mulligan

A motion to approve the April minutes was made by Charlie Soriano and seconded by Sara Davison—passed.

Treasurer's Report: Charlie Soriano gave the financial report. The estimated budget and the actual budget are close in numbers. He met with Allen Livera to reconcile accounts from the first quarter of the year. The four accounts examined all reconciled (Donor Restricted Fidelity-\$143,422.40; SCNB-\$1,545,976.73; Operating/Fidelity-\$16,799.63; Tom Twomey/Fidelity-\$3711.87). A motion to accept the draft management report and the disbursements was made by Debbie Walter and seconded by Chip Rae—passed.

	<u>YTD as of 4/30/2017</u>
Total Operating Revenue	\$ 1,909,349
Total Operating Expenses	\$ 755,135
Operating Surplus	\$ 1,154,214
Net Transfers	\$ 0
Net Surplus	\$ 1,154,214
Operating Disbursements	\$ 171, 821.57
Other Disbursements	\$ 360
Total Disbursements	\$ 172, 189.57

President's Report: Nominating Committee. Sheila Rogers gave a report from the Nominating Committee. Ann Chapman is stepping down from the position of Executive Vice President; Maureen Egen has agreed to serve as Executive Vice President. Charlie Soriano's position as Treasurer will be assumed by Jenny Mulligan. Howard Lebwith and Stuart Epstein will be resigning from the Board for the 2017 year and have agreed to be Board Members Emeritus. The Board appreciates all the contributions made by Howard and Stuart. Gail Parker will be sending a letter of recognition and thanks. New nominations for Board members are Amy Schaeffer for the class of 2019 and Susan Akkad for the class of 2020.

Tom Twomey Series: Chip Rae reported that the first two Tom Twomey series had approximately 50 people in attendance for both presentations. The next presentation by Edwina Von Gal on May 18, 2017 will discuss toxic free gardens and landscapes. Chip will send out an email to Board members to forward to local garden clubs to announce the Von Gal presentation. Chip noted that Saturday presentations might work better in the non-summer months.

Investment Committee: Maureen Egen stated that investments are doing well. The year to date returns are up 5.1%. The market value increase since January 2017 is approximately \$249,697. Holding on to bonds has been a good decision.

Book Sales: Debbie Walter informed the Board that book sale revenues are higher at this time than they were last year. A donation of art books from Hans Van de Bovenkamp has been received.

Director's Report: Dennis Fabiszak addressed the Board on the following topics:

- 2017 Budget Amendment. Dennis asked the Board to approve three changes to the 2017 Budget to more accurately reflect the accounts to date: The changes will be made to: Investment and Dividends-- \$110,000; Tom Twomey-- \$9,000; Expenses-Investment Management Fee -- \$2500. By adjusting these three lines in the Budget now the 2018 budget will make more sense. A resolution to adjust the 2017 Budget was made by Bruce Collins and seconded by Gail Parker—passed.
- Draft 2018 Budget. Dennis stated that the 2018 Budget will increase by \$104,000. The budget increase is largely due to cost of health care for employees; more than ½ of increase in the budget is due to the increase of health care costs. Other items that affect the budget include the plan to raise the salary by \$1.00/hour for the librarians to make their salary more in line with what other librarians are earning in the area; the reduction in the amount of fines collected due to automatic renewal and less checking out of real materials; an increase in Author's Night revenue and decrease in Children's Fair expenses; reduction in utility costs; and expected income from donations from Melissa Morgan estate. Dennis noted that he would like the Tom Twomey lecture series to be self-supporting. With transfers to offset the deficit, the balance is \$304. There is one month to review the Budget; it must be approved in June so that the date for the vote can be established and notices posted.
- Hours of Service. Dennis proposed changing the opening hours of the Library from 10:00 am to 9:00 am. This change can occur by adjusting staff shifts of work. The increased hours of operation will be useful in selling the 2018 Budget to the public. A press release will be submitted to announce the change. The resolution to approve the change the hours of service for the Library to begin after May 31, 2017 was made Charlie Soriano and seconded by Maureen Egen—passed.
- Business Manager. Dennis announced that Allen Livera, the business manager to the Library for 13 years, is resigning on June 30, 2017. An advertisement for a full-time position for business manager will be posted.
- Internet Speed. Dennis reported that Optimum can upgrade the Library's system to increase internet speed to triple speed both inside the Library and outside (connecting to Library).

Dennis also reported that he met with the new director of Guild Hall who was very impressed with the Library's Local Artist Research Archive. Dennis would like to partner with Guild Hall by holding youth advisory meetings at the Library. It was noted that Guild Hall could also be a connection for artists who would like to display art in the Library's gallery outside the Baldwin Family lecture room.

Executive Session: A personnel matter was discussed.

The next meeting is June 16, 2017 at 4:00.

A motion to adjourn at 5:25 was made by Gail Parker and seconded by Bruce Collins—passed.

Submitted by Ellen Collins