

2018, March 16, 2018 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 4:06 pm. Present: Collins E, Davison, Fabiszak, Ferrin, Mulligan, Parker, Rae, Rogers and Talmage.

Absent: Akkad, Arandia, Collins B, Chapman (phone), Deichert, Dreher, Druker (phone), Egen (phone), Furlaud, Goren, Ross (phone), Soriano and Walter.

Since there was no quorum, the minutes for January will be approved at the next meeting.

Treasurer's Report: Jenny Mulligan gave the financial report. As of February, The Library's year to date revenue is \$1,910,145 whereas the amount budgeted was \$1,943,175. The \$33,030 amount difference is due to the time of year and amount of donations received. The net operating deficit is \$22,872. The deficit is due to snow related costs and computer expenses. Jenny also reviewed the disbursements. The following disbursements were discussed; R. Essay Plumbing & Heating was hired to install dry wells to stop water leaking under the bilco door by driveway; Blackbaud software was purchased to facilitate Authors Night ticket purchasing, annual appeal and maintaining donor data; Home Sweet Home account will be cancelled as 80% of contents will be disposed of with the remaining 20% put in storage. The draft management report for January and February as well as the disbursements will be voted on at the April Board meeting. Jenny also added that some bonds will be liquated (approximately \$100,000) during the months of April and May and will be re-invested by Atlantic Trust.

| | YTD as of 1/31/2018 | YTD as of 2/28/2018 |
|--------------------------|---------------------|---------------------|
| Total Operating Revenue | \$1,892,339 | \$1,910,145 |
| Total Operating Expenses | 161,693 | 345,885 |
| Operating Surplus | 1,730,646 | 1,564,260 |
| Net Transfers | 0 | 0 |
| Net Surplus | \$1,730,646 | \$1,564,260 |
| Operating Disbursements | \$160,312.11 | \$191,523.19 |
| Other Disbursements | 0.00 | 12,361.78 |
| Total Disbursements | \$160,312.11 | \$203,884.97 |

President's Report: Shade Sail Project. Sheila Rogers reported that a cream color that matches the Library's facade was selected. It will cost \$18,000 to be installed. Chip Rae noted that shade sails require cleaning every 5 years or so which can be costly. A glass storm door needs to be installed in the reading room so that the patio is visible to the patrons.

Committee List. A list of committees and committee members was disseminated. Sheila requested that all Board members review list and make any adjustments. Sheila also reported that Barbara Borsack will join the Long Island Collection committee. Barbara has been involved with the Historical Society and her family has roots in East Hampton since the 1600s.

Authors Night. A new site to hold Authors Night is needed; the Flinn property is no longer available. According to Dennis Fabiszak, to hold the Authors Night and Children's Fair, a four-acre piece of land is needed to accommodate parking, tent and rides. Dennis is talking to the Town about using 555 Montauk Highway property in Amagansett and is awaiting a response.

Wind Farm Co-Sponsored Program. The Library has been approached by the Surfriders Group to sponsor a program regarding wind farms with a scientist presenting information about the findings of the effects of wind farms on the environment. Since the Library co-sponsors all program, Dennis feels that if a topic is to be sponsored and be educationally sound, both sides of a topic should be presented in a nonpartisan format.

Tom Twomey Series: Chip Rae reported that the Brochure is almost ready to go to print. If some changes occur in the schedule after going to print, adjustments can be made on the website. For the 2018 series, reservations will be required, no tickets will be issued but no one will be turned away.

Investment Committee: Jenny Mulligan reported that the Committee has not met. Jenny will set up a meeting before the end of May with Atlantic Trust.

Book Sales: Gail Parker stated that the Amazon room has no space; a large donation has recently been received. To clear out space, it was suggested to make a higher minimum price (\$10) to free up space. In addition, more books will be given away. Gail Parker requested that an air purifier be installed and the computer be replaced. The book sale revenue is up \$4000.

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

- NY State Budget. The NY State Budget was adjusted; aid to Libraries will not have as severe cuts as the Budget originally released by the Governor; construction aid for projects could be as much as \$2 million for Suffolk County.
- Library Minutes: On the website, the minutes for the Library have been archived and are available all the way back to 1897.
- Lighting Project. With the goal of reducing energy needs, Dennis had a review of the fixtures that need to be replaced and/or fitted with LED bulbs. South Fork Peak Savers, under contract with PSEG, will cover the costs of replacing materials and fixtures (a cost of approximately \$13,000). East Hampton Library will be responsible for the cost of the labor estimated to be \$35,000. . Dennis would like to hire C Craig as electrician. With the new bulbs and fixtures, \$3,000-\$4,000 will be saved in electricity and a further savings will be realized by not having to replace bulbs often. While ceilings are open for installation, computer wiring can be done at the same time. There is money in the building fund to cover the cost for the project. A resolution will need to be passed by the Board for project.
- NYS Annual Report. Dennis is required to file a report every March. The Board will approve the submission of the Annual Report at the next meeting but all present agreed unanimously to submit report.
- The Mulford Documents. In November 2017, Blanchard's Auction House in Potsdam, NY held an auction. In the auction was a rare copy of the Declaration of Independence and documents from the Mulford, Buell and Gardiner families. The Library participated in the auction but was unsuccessful in buying the documents relating to East Hampton for the Long Island Collection. The current owner of the documents contacted East Hampton Library and has agreed to lend the documents to the Library for one month. It is planned to display and digitize the documents.

A motion to adjourn at 5: 34 was made by Chip Rae and seconded by Patti Ferrin—passed.

The next meeting is April 20, 2018 at 4:00.

Submitted by Ellen Collins