

May 18, 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 Annual meeting to order at 3:08 pm. Present: Akkad, Collins E, Davison, Egen, Mulligan, Parker, Rae, Rogers, Talmage and Soriano.

Absent: Arandia, Chapman, Collins B, Deichert, Druker, Fabiszczak, Ferrin, Furlaud, Goren, Ross, Schaeffer and Walter.

Appointment of the New Member Class and Board of Directors. Sheila Rogers requested the Board's approval to accept the nomination of Rick Gilbert as a new member of the Board. A motion to accept the nomination was made by Jenny Mulligan and seconded by Maureen Egen—passed.

Sheila reported that the expiring class of 2018 will become the new class of 2022 which includes the following members: José Arandia, Gail Parker, Debra Walter, Jenny Mulligan and Rick Gilbert.

The officers will remain the same: President-Sheila Rogers; Executive Vice President-Maureen Egen; First Vice President-Debra Walter; Second Vice President-Bruce Collins; Treasurer-Jenny Mulligan; Assistant Treasurer-Sara Davison; Recording Secretary-Ellen Collins; Corresponding Secretary-Gail Parker. A motion to approve the list of officers was made by Susan Akkad and seconded by Charlie Soriano—passed.

A motion to adjourn the Annual meeting at 3:10 pm was made by Sheila Rogers and was seconded by Jenny Mulligan—passed.

The President of the Board, Sheila Rogers, called the Regular meeting of the Board of Managers to order at 4:19 pm. Present: Akkad, Arandia, Collins B, Collins E, Davison, Egen, Gilbert, Mulligan, Parker, Rae, Rogers, Talmage and Soriano.

Absent: Chapman, Deichert, Druker (phone), Fabiszczak, Ferrin, Furlaud, Goren, Ross, Schaeffer and Walter.

A motion to approve the minutes for December, January, March and April was made by Charlie Soriano and seconded by Jenny Mulligan —passed.

A motion to accept December, January, March and April's draft management report and disbursements was made by Sarah Davison and seconded by Gail Parker—passed.

A motion to accept the New York State Annual Report was made by Susan Akkad and seconded by José Arandia—passed.

Treasurer's Report: Jenny Mulligan gave the financial report. The Library's year to date revenue is \$1,952,862 whereas the amount budgeted was \$1,990,483. The revenue is under largely due to the fact that the Society membership donations are less. Maureen Egen added that other donations throughout the year will cover the amount not generated by the Society memberships. Sheila noted that large donations are given to Atlantic Trust/CIBC to invest. Year to date expenses are under \$59,661. According to Amber Talmage, one reason for the expenses being lower is because of the timing of the postings of some large expenses such as health insurance payments. A motion to approve the draft management report and disbursements was made by Maureen Egen and seconded by Sarah Davison—passed.

YTD as of 04/30/2018

Total Operating Revenue	\$1,952,862
Total Operating Expenses	768,608
Operating Surplus	1,184,255
Net Transfers	0
Net Surplus	\$1,184,255
Operating Disbursements	\$ 220,349.94
Other Disbursements	22,084.50
Total Disbursements	\$ 242,434.44

President's Report: Authors Night. Sheila Rogers reported that the Authors Night committee has met to discuss the new location of the event and to select authors. The new location is awaiting approval from the Town Board and therefore is unofficial and cannot be publicized. It is hoped that the Town Board will approve the proposal to use the land located at 555 Montauk Highway at the next Town Board meeting. The location allows for parking including a separate area designated for author parking. There is also enough space to make the checkout line area longer to accommodate more cash registers. It is hoped to have 100 authors. To date, 50 authors have signed up. There are 20 parties scheduled but the authors have not been assigned. The next Authors Night committee meeting is June 16, 2018.

Future Board Meeting Schedule. Because of the difficulty to have a quorum of Board members present during the months of January, March and April, Sheila recommended that during these months the Board meetings be scheduled on Saturdays from 9:00-10:00 am.

Donation received. The donation of \$900,000 was received from the Melissa Morgan estate. This money has been placed for now in the Building Maintenance Fund. Since there are no capital projects on the horizon, Sheila suggested that another category might need to be created for this donation. Gail Parker asked about the appropriate way to recognize this donation. Sheila recommended dedicating the new computer lab area to Melissa Morgan. As a way to continue maintaining the Library in a high standard, Chip Rae added that the front step is in need of repair and sprinklers could be installed. Once decided how to recognize Melissa Morgan's donation, Sarah Davison added that a public announcement could encourage others in the community to donate to the Library.

2019 Budget. The Business committee met to review the proposed 2019 budget which requests a 4.94% increase in taxes. To keep the tax increase under the 2% tax cap, the Business committee had suggestions for cuts in various line items. Sarah Davison suggested that the Board ask Dennis to re-work the budget. The Long Range Plan needs to be examined at the same time. Sheila noted that the Society membership mailings should be reinstated since it generates income with little manpower. Amber Talmage added that the Library has software that easily keeps track of donors which would assist in generating the mailings.

Tom Twomey Series: Chip Rae reported that the last event with Jim Rutenberg was the highest attended event to date with over 185 people in attendance. The next event is Friday, June 22, 2018 with Bryon Wien. Sarah Davison requested assistance from Board members for the Small Gardens tour on July 7, 2018. Rick Gilbert will be on hand at his house and Susan Akkad, Ellen Collins, Gail Parker with friend Elise Boyd volunteered to be assigned to a garden to welcome guests from 10:30-12:30. Coffee will be served at the lecture at 9:30 am. Lemonade will be available at the gardens.

Investment Committee: Two representatives from Atlantic Trust made a presentation to the Board and focused on market volatility and plans for reinvesting the bonds that are coming due. In the future, Atlantic Trust will be known as CIBC. Jenny Mulligan reported that the Investment Committee will meet to discuss the information.

Book Sales: Gail Parker reported that the Book Sale income has been up every month this year. She lauded Debbie Walter's dedication and hard work.

Coffee Machine: Sheila Rogers noted her concerns about the size and location of the new coffee machine. The Board members looked at the machine and made suggestions for another location. One suggestion is to move the machine to the opposite end of the circulation desk to abut the entry way partition.

A motion to adjourn at 5:17 was made by Chip Rae and seconded by Sarah Davison—passed.

The next meeting is June 15, 2018 at 4:00.

Submitted by Ellen Collins