

July 19, 2019 REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY.

Sheila Rogers called the meeting to order at 4:01 pm.

Present: Arandia, Collins, Corwin, Deichert, Druker, Fabiszak, Ferrin, Gilbert, Goren, Mulligan, Parker, Pool, Rae, Rogers, Schaeffer, Talmage and Walter.

Absent: Akkad, Davison, Dreher, Egen (phone), Furlaud, Ross (phone), Soriano and Thomas.

A motion to approve the minutes for the July meeting was made by José Arandia and seconded by Diana Deichert—passed.

Treasurer's Report: Jenny Mulligan gave the financial report. Donations are less than the amount budgeted. According to Sheila Rogers, it is difficult to budget for donations such as In Memory Of (IMO) and bequests. She added that three society membership mailings will be a priority next year and the ever popular Library calendar is also used for seeking donations as well as a means to list all the donors. Investments are over the budgeted amount. Expenses are over the budget. A motion to approve the draft management report and disbursements was made by Brooke Goren and seconded by Debbie Druker—passed.

YTD as of 6/30/2019

Total Operating Revenue	\$2,088,827
Total Operating Expenses	1,350,694
Operating Surplus	738,133
Net Transfers	0
Net Surplus	\$738,133
Operating Disbursements	\$190,185.56
Other Disbursements	17,500.00
Total Disbursements	\$207,685.56

Chairperson Report: Sheila reported that Sara Davison, President of the Board, would be reviewing and refining the Board Committees and memberships of the committees.

Authors Night. Sheila stated that there are a surplus of authors but some cancellations could occur. One dinner had to be cancelled because the author could not attend but another dinner was added. The new dinner is advertised on the website. Any questions, contact Sheila Rogers at (631) 907-0106. Tickets are selling well; in fact, ticket sales are more than at the same time last year.

Children's Fair. Dennis Fabiszak reminded the Board to also attend the Children's Fair the day after Authors Night (August 11, 2019 from 2:00-5:30); Board member attendance to the Fair has dwindled over the years. Diana Deichert along with Rini Greenfield are in charge of the Children's Fair. More donations from the community are being sought.

Tom Twomey Series: Chip Rae reported that for the last two events, "The Washington Update: A Conversation with CBS News' Rita Braver and Attorney Robert Barnett" and "At Home with the Wiborgs, the Family and their Fabled Estate," over 200 people made reservations and approximately 170 attended. Because of the reconfiguration of the Baldwin room, there is ample room to accommodate 200 people. Chip added that he and other committee members have found challenges satisfying the needs of the presenters and audience. The next event is "Talk and Tour, Living Better in Small Spaces" on Saturday, August 24, 2019 at 9:30 am.

Investment Committee: Jenny Mulligan conveyed to the Board that investments (Fidelity) are up 13.7%. Jenny also provided hard copies of the Audited Financial Statements which should be reviewed by the next meeting for approval for the Annual Tax Return. Dennis will also email a copy to all Board members.

Book Sales: Gail Parker reported that new books are needed. Debbie Walter added that some donations come packed with extra items such as a wrench, some slippers, a Barbie Doll and a few marbles. She and Gail have been working hard to clear out books to make space for Authors Night books.

Directors Report: Dennis Fabiszak addressed the Board on the following topics:

- a. Steve Spataro. Dennis shared the Letter to the Editor highlighting the excellent service of Steve Spataro, Department Head of the Reference Department in the July 11, 2019 edition of the *East Hampton Star*.

Library's Service

Springs

July 8, 2019

Dear David,

I always knew I lived in a special community that boasts two institutions, located right across from each other, that admirably serve the community: Guild Hall and our East Hampton Library. I will give you an example of the library's service.

A few years ago I went to the reference desk to request a movie I saw long ago, "Angel With a Trumpet." It is the story of an Austrian family who manufactured pianos, the title being their insignia on each piano. Set in the '30s, it features a brilliant Austrian actor, Oskar Werner, who toward the end of the film shouts from great heights the name "Hitler," loud and clear. It was bone chilling. I never forgot that.

I went to the reference desk a few years ago and requested the film. Manning the desk that day was Steve Sparato. The film was not listed in any archives. A few days ago, I was in the library with my granddaughter, and that same gentleman, Mr. Sparato, handed me a disc, saying, "I found that film you wanted on YouTube, 'Angel With a Trumpet,' and recorded it for you. They almost had to pick me up from the floor. All I can say is bravo!

Sincerely,

PHYLLIS ITALIANO

Dennis added that Steve goes above and beyond on a daily basis. The Board congratulated and thanked Steve.

- b. YA Trivia Team. Dennis asked the Board to thank and congratulate the Staff of the YA room for creating the YA Trivia Team to compete against other library teams in Suffolk County. East Hampton's Team shared a bus with the Bridgehampton Team to attend the contest. East Hampton Library's Team was victorious beating out teams from much larger libraries.
- c. Baldwin Room Seating. Dennis reported that the Library has been purchasing chairs for the Baldwin Room that are light-weight, easy to move and stack. As a result, there is an excess of approximately 30 of the older version of the chairs like those used in the Conference Room. Dennis would like to sell the excess chairs.
- d. HVAC System Repair & Upgrade. The Reference Room area needs to have the HVAC repaired and upgraded by Kolb Mechanical. The cost is \$20,000 and is a capital expense. A motion to approve the \$20,000 repair and upgrade to the HVAC system in the Reference Room was made by Rick Gilbert and seconded by Jenny Mulligan—passed.

- e. East Hampton Village Document Scanning Project. Dennis stated that a truckload of documents has been received from the East Hampton Village. Dennis would like to have five people devoted to scanning the documents so that the documents can be available to the public as soon as possible.

Brooke Goren suggested that the scanning services and public access to local documents could be a fundraising possibility. A mailing highlighting the scanning projects could encourage donations or sponsorships for the efforts.

Sheila Rogers asked about the Newspaper room and storage. Dennis said that the 1st 30 years of the newspapers are stored and the remaining scanned versions are donated to the Newspaper museum.

Sheila Rogers also asked about computer protections in the Library. Dennis explained that there are double backup systems in place separate from the server. There are excellent firewall and virus protection services. Dennis receives a daily virus protection report for the Library's website. The Library's website protective service was upgraded two months ago.

Ellen Collins proposed that the library issue a press release announcing the winners of the Melissa E Morgan Memorial Scholarship at the end of the summer right before college starts.

Gail Parker inquired about the state of the Children's Garden. Many of the plants are overgrown and not maintained. Gail recommended re-thinking the Children's Garden using plantings that require less upkeep. Dennis reported that community service members that have any landscaping skills have worked in the garden. He added that Marders moved a topiary that wasn't thriving. The Garden Club could provide ideas.

A motion to adjourn at 4:57 was made by Jenny Mulligan and seconded by Patti Ferrin —passed.

The next meeting is August 14, 2019 at 4:00 pm.
Submitted by Ellen Collins