

2019, May 17, 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 Annual meeting of the Board of Managers to order at 4:08 pm.

Present: Akkad, Collins E, Davison, Egen, Mulligan, Pool, Rogers, Ross, Schaeffer, Soriano, Talmage and Thomas.

Absent: Arandia, Corwin, Deichert, Dreher, Druker, Ferrin, Fabiszak (phone), Furlaud, Goren, Gilbert, Parker, Rae, and Walter.

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

Outgoing President’s Report: Sheila Rogers addressed the Board on the following topics:

- a. Election of new members: The new members of the Board are Chris Corwin, James Pool and Anne Thomas. A motion to approve the election was made by Jenny Mulligan and seconded by Maureen Egen—passed. Sheila welcomed the members to the Board.
- b. Election of new officers: Rogers – Chair, Davison – President, Egen – Executive Vice President, 1st Vice President – Walter, 2nd Vice President – Soriano, Treasurer – Mulligan, Assistant Treasurer – Ferrin, Recording Secretary – Collins, Corresponding Secretary – Parker. A motion to approve the election was made by Susan Akkad and seconded by Janet Ross—passed.

Treasurer’s Report: Jenny Mulligan gave the financial report. Income is below target by \$26,736 because at the current time, donations and contributions are down. Expenses are up largely due to the increase in ebook expenses. Next year, the ebook budget line will be increased considerably. Amber Talmage will investigate how the ebook costs are calculated. When reviewing the disbursements, it was noted that payments were made to Mass Mutual Retirement Services. Amber Talmage explained that vested employees receive a yearly pension (8% of yearly salary). Employees can borrow from their own pensions and pay back the loan. According to Amber, some employees have more than one loan and she suggested that there be a policy for loans. It was decided that the loan policy would be a topic for the personnel committee. A motion to approve the draft management report and disbursements was made by Amy Schaeffer and seconded by Anne Thomas —passed.

YTD as of 4/30/2019

Total Operating Revenue	\$2,009,614
Total Operating Expenses	901,195
Operating Surplus	1,108,419
Net Transfers	0
Net Surplus	\$1,108,419
Operating Disbursements	\$293,324.94
Other Disbursements	575.00
Total Disbursements	\$293,899.94

President’s Report: Sara Davison, newly elected President, addressed the Board. Sara is looking forward to working with the great team of Sheila Rogers, Dennis Fabiszak and Amber Talmage.

Tom Twomey Series: Sara Davison reported that the first event will be held on May 18, 2019 and is entitled: Bioswales: A New Vision for East Hampton’s Village Green. Bioswales are landscape elements designed to concentrate or remove

debris and pollution from surface runoff water. Panelists include Colleen Henn, Eastern Long Island Chapter Director, Surfrider Foundation; Stephen Mahoney, Mahoney Farm and Nursery; and Tony Piazza, Piazza Horticultural.

Investment Committee: Jenny Mulligan reported on the meeting with CIBC which was held at 3:00 pm on May 17, 2019. Investments (Equity: 66.2%; Fixed: 26.7; Tactical & Opportunistic: 3.2%; Cash & Equivalents: 3.8%) are doing very well this year and are outperforming benchmarks. Charlie Soriano asked if, as a Board, we know what we are investing in; do the investments reflect social responsibility? Sheila Rogers recommended that the Investment Committee discuss this question and make recommendations to the Board at the next meeting.

Book Sales: The Book Sale report will be given next month.

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

- a. Smoking Policy. Dennis explained that NY State Law has changed the policy on smoking on public property to be 100 feet from structure. Because of the size of the Library property and in keeping with the village law of no smoking on village beaches, the proposal is to have no smoking on Library grounds.

Smoking. Draft 5/17/2019 ~~Approved 12/14/2018~~

In support of New York State Law, no Library Employee or member of the public shall smoke or vape product inside the East Hampton Library building, or ~~in an outdoor area in~~ **on the Library property**, within 20 feet of an exit, entrance, or operable window of the East Hampton Library.

A motion to approve the changes made to Smoking Policy was made Jenny Mulligan and seconded by Sara Davison—passed.

- b. Lights in Front of the Building. Chip Rae temporarily installed lights on timers to light up the front of the building at night. According to Dennis, the lights look great. Dennis would like to install permanent light fixtures. The lighting is in keeping with the lighting code established by the Village.
- c. Websites. Dennis reported that because there had been some hacking into the Library's websites, the websites have been moved to a more secure service. The cost for the more secure website is not much more than what was previously paid. Website security is something that must be monitored.

Dennis also mentioned that part time employees have asked if they can pay into the health care program offered to full time employees. The personnel committee will discuss this topic.

A motion to adjourn at 4:58 was made by Jenny Mulligan and seconded by Maureen Egen —passed.

The next meeting is June 21, 2019 at 4:00 pm.

Submitted by Ellen Collins