

October 25, 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 3:59 pm.

Present: Arandia, Collins, Davison, Ferrin, Gilbert, Parker, Pool, Rogers, Talmage, Thomas and Walter.

Absent: Akkad, Corwin, Deichert, Dreher, Druker (phone), Egen, Fabiszak (phone), Furlaud, Goren, Mulligan, Schaeffer, Soriano, Rae and Ross.

A motion to approve the minutes for the September meeting was made by Patti Ferrin and seconded by Gail Parker—passed.

Treasurer's Report: Patti Ferrin gave the financial report. The year to date expenses are \$2,069,318. There is an operating surplus of \$437,436. The Revenue to date is \$2,506,754. Disbursements are \$206,675.43. According to Amber Talmage, some accounts such as the Children's Fair, used book sales and Society membership are generating less income; however, with the income from Authors Night, the Library is in good shape. A motion to approve the draft management report and disbursements was made by Jim Pool and seconded by Sara Davison—passed.

YTD as of 9/30/2019

Total Operating Revenue	\$2,506,754
Total Operating Expenses	437,436
Operating Surplus	2,069,318
Net Transfers	0
Net Surplus	\$2,069,318
Operating Disbursements	\$199,949.09
Other Disbursements	6,726.34
Total Disbursements	\$206,675.43

Chairperson Report:

- a. December Board Meeting and Holiday Party. Sheila Rogers stated that the December Board meeting will be held on the 2nd Friday, December 13, instead of the normal third Friday. The meeting will begin at 3:30 pm to be followed by the annual holiday party which will be held at Clinton Academy. Each Board member is asked to contribute \$50 to offset the cost. Check or cash should be given to Dennis Fabiszak. Rick and Belinda Gilbert and Chip Rae would appreciate help from other Board members.

Sheila advised the Board that CIBC will do a presentation and review the investments for the year before the scheduled Board meeting of January 17, 2020 at 3:00 pm. All are invited to attend.

President Report:

- a. New Committee Structure and composition. Sara Davison reported that she reviewed and refined the Board Committees and memberships of the committees. She distributed the updated committee list.
- b. Appointment of Ken Lipper. The nominating committee proposed the nomination of Ken Lipper to complete Ann Chapman's unexpired term which ends in 2021. Sara shared Ken Lipper's abbreviated resume. Lipper has hosted Authors Night dinners in the past, is now moving to the area full time and would like to be more involved with the Library. A motion to approve Ken Lipper's appointment to the Board was made by Patti Ferrin and seconded by Anne Thomas—passed. The new nominating committee will meet in January.

Long Island Collection Reception. Sara informed the Board that the Long Island Collection Reception will be held at Brooke Goren's house on Saturday, November 16, 2019 from 5:00-7:00 pm to celebrate the acquisition of new items.

An invite will be sent to people that have supported the Library. If any Board member has other people to recommend to receive an invitation, email Dennis Fabiszak.

Tom Twomey Series: Sara Davison reported that the series concluded for the year on October 29, 2019 with the presentation: Charles Addams: Family and Friends talk. Thanks were given to Chip Rae and all who worked on the program. Rick Gilbert added that creating an ad-hoc committee to organize the series would be helpful.

Book Sales: Debbie Walter informed the Board that sales are still down but last month was better. Gail Parker asked that the more publicity be generated to let the public know that the Library accepts book donations and a tax receipt will be given. Suggestions include: newspaper ad, an insert in calendar mailing, notice at front desk and on the Library's website.

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

- a. Children's Garden. Thanks to Gail Parker, the improvement of the Children's Garden is underway. Marder's has given a price of \$4250 for phase one of project: removing of some items, pruning remaining items, preparing soil for winter, and removing, and cleaning and storing furniture for the winter. A motion to approve the resolution for undertaking Phase One to update the Children's Garden was made by Rick Gilbert and seconded by José Arandia—passed. Dennis added that Phase Two will be sent out to bid for spring planting.
- b. Haunted Library. The Haunted Library is the 3rd largest event that the Library sponsors. There are many Young Adult volunteers, along with Library staff and members of the community. It will be held on October 26, 2019 from 7:00-9:00 pm. Board members are encouraged to attend at 7:00 or can volunteer to be a part of the Haunted House at 6:00. Dennis added that all time slots are filled. There will be 22 groups going through the Haunted House.
- c. Telephone System. The Library had no phone service for over 8 hours. A new computer system to run the telephones had to be installed.
- d. Digital Piano. The Library purchased a Yamaha digital piano for \$850. It weighs 50 pounds and can be easily moved for different performances.
- e. Baldwin Drywell Pump System. The current drywell pump system cannot handle heavy rains. Essay plumbing will be brought in to investigate how to improve system. Jim Pool added that sometimes a bigger pipe is not the solution because replacing a pipe can be a big deal to change; a better pump is required.
- f. NY State Furnace Inspection. For the first time, a NY State furnace inspector arrived at the Library to inspect the furnaces. According to the inspector, the furnaces should be inspected every 2 years. Some of the furnaces need to be brought up to code. Dennis has hired Kolb Mechanical to make the changes required.
- g. Warby Parker donation. The Warby Parker store made East Hampton Library its local charity. Free ice cream sandwiches were given to all the customers who made a donation to the Library. The amount of \$1070 was recently received from Warby Parker.

Gail Parker as corresponding secretary has sent letters of thanks for service to Bruce Collins and Ann Chapman. Gail requested the address of Ann Chapman. Gail added that it would be very useful to have updated contact information for all Board members. Sara Davison will send updated information.

A motion to adjourn at 4:45 was made by Debbie Walter and seconded by Gail Parker —passed.

The next meeting is November 15, 2019 at 4:00 pm.

Submitted by Ellen Collins