

July 27, 2021 REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM online.

Sheila Rogers called the meeting to order at 4:00 PM.

Present: Akkad, Collins, Davison, Deichert, Druker, Fabiszak (Executive Director), Gilbert, Lipper, Pool, Rogers, Ross, Soriano, Talmage (Business Operations and Human Resource Officer) and Thomas.

Absent: Arandia, Corwin, Egen, Ferrin, Goren, Parker, Rae, Schaeffer and Walter.

A motion to approve the minutes for the July meeting was made by Susan Akkad and seconded by Anne Thomas — passed.

Chairperson's Report: Sheila Rogers reported:

- a. Authors Night. There was 13 virtual events which earned \$8,600. According to Sheila, it was extremely difficult to arrange the virtual events and attendance was light. Dennis noted that the virtual conversations will be posted on the Library's YouTube account within the next week. For the in-person Authors Night, of the 200 tickets available, 186 tickets were sold, 21 of the tickets paid \$500/ticket, 24 paid \$250 and the remaining tickets were sold at \$150. A total of \$37,650 was earned with approximately \$16,050 more expected. The amount earned from book sales was \$9,400. In previous Authors Night with 100 authors in attendance, the book sales could equal \$60,000 - \$80,000. Sheila added that the sponsors have been extremely generous and have donated at least \$90,000 to date. The total estimated income from Authors Night is \$150,000 - \$175,000.

President's Report: Sara Davison announced an executive session to discuss a personnel matter.

Treasurer's Report: Rick Gilbert gave the financial reports. Rick reported that as of the end of July, revenue was up \$47,161 vs the budget. Expenses have been handled deftly by Dennis and Amber Talmage. There is a net operating surplus of \$219,733.

A motion to approve the draft management report and disbursements for July will be made at the September board meeting when there is a quorum.

YTD as of 7/31/2021

Total Operating Revenue	\$ 2,242,050
Total Operating Expenses	1,649,393
Operating Surplus	592,657
Net Transfers	559,050
Net Surplus	\$ 1,151,707
Operating Disbursements	\$195,379.84
Other Disbursements	3,108.97
Total Disbursements	\$ 198,488.81

Book Sales: Ellen Collins thanked Brooke Goren for a large donation. She reported that the earnings to date are very close to the total amount earned in 2020. Debbie Walter and Gail Parker were surprised to find two unmatched high heeled shoes in a donation box.

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

- a. Personnel Report. Dennis Fabiszak reported that Jill Sollazzo, a part time reference librarian will receive a pay increase in order to compete with an offer from the Sag Harbor Library. Jill has been working at the East Hampton Library for 6 years. The Sag Harbor Library offered her a higher salary, paid vacation and tuition reimbursement benefits. A motion will be made to approve the pay increase at the September board meeting.

- b. Budget Resolutions / Vote Information. According to Dennis, the budget vote will be held September 11, 2021 in the East Hampton Library. Plexiglass barriers and new pens will be used as a Covid precaution. A budget hearing will be held on September 7 at the 3:00 pm. The average increase per household will be \$3.21 a year. All Board members are encouraged to vote; absentee ballots are available. Because there are 3 different school districts within East Hampton Town and the tax levy could exceed the budget cap in a school district, Dennis presented the following resolutions:

Resolved that, pursuant to General Municipal Law § 3-c(5), the Board of Managers of the East Hampton Library overrides, for the 2022 calendar year, the tax levy limit imposed by Municipal Law §3-c(3).

Resolved, that the proposed Library budget for the Year 2022 in the amount of \$3,202,058 with a proposed tax levy of \$2,056,910 is hereby approved; the Library Director is authorized to cause the requisite publications of the legal notice in line with a vote date of September 11, 2021 to be undertaken within those newspapers of general circulation within the school districts possessing the electorates entitled to vote upon the budget/tax levy proposition.

A motion to approve the Budget resolutions was made by Rick Gilbert and seconded by Charlie Soriano – passed.

- c. Covid Rules update. Dennis reported that there has been backlash from some patrons regarding the reinstatement of the mask requirement in the building. The Board discussed requiring vaccinations for staff or weekly testing for unvaccinated staff. Since there was no quorum, the Board requested that Dennis begin to implement a policy of requiring vaccination or weekly testing for all staff. At the September Board meeting, the Board will re-address the policy and vote to ratify.
- d. Courtyard / Children’s Garden Project. Board members visited the courtyard. Dennis reported that the green rubber surface will be installed next week. The fountain will be up and running; the shade sail will be installed and new plantings will be planned. Because the construction costs are under budget, there will be funds to add other features.

Dennis reported that a Melissa E Morgan scholarship winner has died. At a later date, the scholarship money due to the student will be donated in his name.

A motion to adjourn at 4:45 pm was made by Sara Davison and seconded by Amber Talmage —passed.

The next meeting is September 17, 2021 at 4:00 pm

Submitted by Ellen Collins