

March 18, 2022 REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM.

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

Present: Arandia, Collins, Corwin, Fabiszak (Executive Director), French (Business Operations and Human Resource Officer), Gilbert, Goren, Parker, Pool, Rogers, Ross, Soriano, Thomas and Walter.

Absent: Akkad, Davison, Deichert, Druker, Egen, Ferrin, Lipper, Rae and Schaeffer.

A motion to approve the minutes for the January meeting was made by Rick Gilbert and seconded by Jim Pool—passed.

Chairperson's Report: Sheila Rogers reported that the committee for Authors Night has been meeting and anyone from the Board is free to join the committee. Whether dinner parties will be held depends on COVID.

Treasurer's Report: Rick Gilbert gave the financial reports. As of the end of January, revenue was down \$228,000, mainly due to the fact that the tax revenue from Wainscott school district had not been received. During January and February, expenses were down and revenue was up. A motion to approve the draft management report and disbursements for January was made by Debbie Walter and seconded by Gail Parker—passed.

A motion to approve the draft management report and disbursements for February was made by José Arandia and seconded by Anne Thomas—passed.

YTD as of 1/31/2022

Total Operating Revenue	\$2,017,972
Total Operating Expenses	190,937
Operating Surplus	1,827,035
Net Transfers	465,000
Net Surplus	\$2,292,035
Operating Disbursements	\$192,087.95
Other Disbursements	1,830.09
Total Disbursements	\$193,918.04

YTD as of 2/28/2022

Total Operating Revenue	\$1,932,890
Total Operating Expenses	409,071
Operating Surplus	1,988,819
Net Transfers	465,000
Net Surplus	\$2,453,819
Operating Disbursements	\$ 227,524.44
Other Disbursements	49,683.29
Total Disbursements	\$ 277,207.73

Book Sales: Debbie Walter stated that the Book Sale room had a successful January and February. She shared a poem found in a book of poems, entitled, "In Praise of Pickles."

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

- a. Personnel Report. Dennis Fabiszak reported that in January, Pablo Gallegos was been hired as a part time custodian and Joshua Vargas resigned from his page position. In February, Lizette Maurath and Andrew Merkert were hired as pages. Stephanie Garcia resigned from her page position. A motion was made by Charlie Soriano and seconded by Brooke Goren to approve the appointments of Pablo Gallegos, Lizette Maurath and Andrew Merkert and accept the resignations of Joshua Vargas and Stephanie Garcia—passed.
- b. 2021 New York State (NYS) Annual Report. Dennis shared the NYS Annual Report with the Board via email. NYS has made some changes as to how statistical information is reported. The biggest change to this year's report is how program attendance is counted. Dennis also pointed out that there is nowhere in the report to record an innovative activity such as the COVID Hamptons Videos. A motion to approve the filing of the Annual Report to NYS was made by Brooke Goren and seconded by José Arandia—passed.
- c. Edwards Lane Repair. The Library owns a portion of Edwards Lane along with the East Hampton Star and some homeowners. The roadway is in disrepair. The total cost to repave Edwards Lane is \$11,000 of which the Library would owe a percentage. The Library would pay for the costs and accept donations from the homeowners and the Star. A motion was made was made by Rick Gilbert and seconded by Janet Ross to authorize the Library to organize and administer the repaving project—passed. Dennis also said that there is a large dead tree located on the Library's land on Edwards Lane which will need to be removed.
- d. Authors Night and Free Children's Fair. The events will be held on August 13 & 14, 2022 in Herrick Park. Dennis has filed the required permit. The Village has been very accommodating: the permit fees were waived, only a \$500 safety deposit fee is required; the Business Alliance will cover the cost of the signs that will hang on Main Street before the event; parking will be free during the events. There is a possibility of keeping the tent up on Monday, August 15 for a concert which would normally to be held at Main Beach on Tuesday night. It is hoped that the concert goers would bring business to the Village restaurants and stores. The Children's Fair Committee needs to be formed to plan the event and to solicit donations to help cover the costs.
- e. COVID Update. Dr Dempsey has agreed to be the Library's COVID advisor. A motion was made by Anne Thomas and seconded by Chris Corwin to authorize Dennis to enact changes to COVID protocols as needed in the Library based on Dr Dempsey's recommendations—passed. The protocols enacted would be voted on at the next Board meeting.
- f. COVID Hamptons – Pandemic Video Memory Project. Originally the plan was to make 20-30 videos of East Hampton locals living with and adapting to the pandemic, but because of interest in the community, the project has grown to 130 videos with the expectation that the final amount would be between 150-200 videos. The cost per interview is \$100; editing is done by a staff member and an outside editor at a cost of \$75 per video. The total cost of the project will be approximately \$20,000 - \$30,000. The Board agreed that this project is an important Long Island Collection (LIC) endeavor. Fund raising to cover some of the costs is possible. There is interest in making a full length documentary as well. A motion was made by Jim Pool and seconded by Ellen Collins to authorize the use of LIC funds to cover the costs for COVID Hamptons Video project—passed.
- g. Reel Video Archive Project. Genie Henderson is designating the videos that will need to be converted. The decision as to whether to outsource the video conversion project or keep it in-house will be determined.
- h. Digital Long Island Collection. Dennis showed the Board how the documents can be searched for by date. Guild Hall will be adding to the catalogue and the Historical Society will share documents. The East Hampton Star has negotiated a contract with the Library allowing access and rights in perpetuity to over 100,000 negatives and photos. This will require storage, organization and scanning. The public will then have free access to these photos from the Digital LIC.

Lisa Michne has been offered and has accepted the Director's position at the Hamptons Library in Bridgehampton. Lisa has worked at the EH Library for 18 years.

A motion to adjourn at 5: 01 pm was made by Brooke Goren and seconded by Chris Corwin—passed.

The next meeting is April 15, 2022 at 4:00 pm

DRAFT