

October 21, 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: Akkad, Arandia, Collins, Corwin (zoom), Davison, Druker (zoom), Fabiszak (Executive Director), Ferrin, French (Business Operations and Human Resource Officer), Gilbert, Goren, Lipper, Molinari, Parker, Pool, Rae, Rogers, Schaeffer, Shaw, Thomas, Walter and Willet.

Absent: Egen, Deichert, Ross and Soriano.

A motion to approve the minutes for the September meeting was made by Brooke Goren and seconded by Chip Rae — passed.

Chairperson’s Report: Sheila Rogers reported that Authors Night grossed approximately \$443,000; expenses were \$100,000; and net profit should be approximately \$343,000 which is \$143,000 over the budgeted amount.

In lieu of a Holiday Party, the Board agreed to give a gift bag from Round Swamp with a Starbucks gift certificate. Chip Rae and Debbie Walter volunteered to collect money from the Board and assemble the bags.

The Board discussed holiday bonuses for staff. Dennis Fabiszak noted that East Hampton town gave a one-time sum of \$2,500 to its employees this year and will give \$3,000 next year. The cost of living increase is currently 5%. In addition, Dennis would like to institute a Flexible Spending Plan option for the staff. A Flexible Spending Plan management company can be hired at cost of \$2,000 for year one and \$1,500 per year afterwards. Because some staff are using the commuter train, there is a need for a ride to and from the train station. A taxi service would cost \$30 per day plus tip. It was suggested to hire another staff member to provide the service. The Board will re-convene on these topics at the next meeting.

Sheila announced that Rick Gilbert is moving and is resigning from the Board. The Board is sorry to see Rick leave and thanked Rick for his valuable contributions to the Library. Rick stated that the East Hampton Library is the finest community library that he has ever experienced and he gave thanks to Sheila, Sara and Dennis for allowing him to be of service.

President’s Report:

- a. Tom Twomey Series. Sara Davison stated that the September 24, 2022 Green River Cemetery tour had 30 participants and was very successful. Moriah Moore of the Long Island Collection (LIC) and Scott Raynor of the IT department filmed the event. The East Hampton Star’s “Item of the Week”, included included a link to the video. The Dark Skies event will now be held in November. Sara will also reach out to the observatory.

Treasurer’s Report: Jim Pool gave the financial reports. Jim reported that revenue is up compared to the budget and expenses have been kept under control.

A motion to approve the draft management report and disbursements for September was made by Susan Akkad and seconded by Amy Schaeffer —passed.

YTD as of 9/30/2022

Total Operating Revenue	\$2,742,264
Total Operating Expenses	2,489,472
Operating Surplus	252,792
Net Transfers	465,000
Net Surplus	\$ 717,792
Operating Disbursements	\$ 399,864.10

Other Disbursements
Total Disbursements

1,733.50
\$ 401,597.60

Book
Sales:

Debbie Walter thanked Rick Gilbert for the book donations. Steve Spataro often sells signed books on ebay. Gail Parker thanked the staff for all they do for the Book Sale room.

Reel Video Project: LTV Archive: Anne Thomas shared a copy of the fundraising appeal. The cost to fund the start-up of Reel History Video Project is \$150,000. Anne said that \$44,000 of that amount has already been raised. In addition, there is an opportunity for donors to help endow the project in perpetuity. The endowment amount is set at \$500,000.

After a vendor completes the conversion of the videos, the East Hampton Library will receive a hard copy of the video and the other copy of the video will be uploaded to the LIC digital library. The entire LTV collection will be able to be streamed and will be searchable on the Digital LIC site.

The pandemic videos will be edited together with added background information and narration. It is hoped to have the finished product available for the Film Festival.

Long Range Planning Committee: Brooke Goren reported that the mission of the committee was to get as much input and data from the Board, staff, department heads and public. What is needed is to get more input from the Spanish speaking population. It is hoped to use OLA, the Latino Advocacy Organization of Eastern Long Island, to acquire the input. To date, the committee has identified these topics to be addressed: Staffing (patron-facing and internal); space re-design; programming, signage and projects. A copy of the exact suggestions will be sent to all Board Members. Brooke asked that the Committee meet two times in November to complete the Long Range Plan.

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

- a. Personnel Report. Rudy Hartmann has been hired as a part time probationary librarian/archivist. Nathaniel Geppert was changed from part time page/circulation clerk to full time. A motion was made by Sara Davison and seconded by Sheila Rogers to accept the hiring of Rudy Hartmann, and the change from part time to full time for Nathaniel Geppert—passed.
- b. Haunted Library. The EH Library will close at 12:00 pm on Saturday, October 29, 2022 for set up. The Board is encouraged to help from 12:00 pm – 6:00 pm. Teen volunteers and youth from Guild Hall will also be volunteering. The Haunted Library's theme this year is Haunted CarnEvil and is open to ages 12 and up. Sara Davison questioned the violent theme. Dennis explained that the younger population has many age appropriate programs in place; the Haunted Library is aimed to appeal to an older group.
- c. Intersection Construction Project. The EH Village is opposed to a roundabout at the intersection of Buell Lane and Route 27. The Department of Transportation will re-visit other alternatives. Dennis showed the Board the images provided by the webcams installed on the front of the library building. The films also provide important traffic information for the DOT, EH Village and police department. The cameras can also be placed to capture license plate images if needed.
- d. Scanning Glass Plate Negatives. The EH Library now has the equipment necessary to digitize any type of negative. A Sag Harbor photographer donated over 200 negatives.

Dennis reported that the EH Village replaced the brick walks from Main Street to the sidewalk. Krupinski's company also sealed chimneys to prevent dripping.

A motion to adjourn at 5:20 pm was made by Brooke Goren and seconded by Chip Rae —passed.

The next meeting is November 18, 2022 at 4:00 pm

Submitted by Ellen Collins

DRAFT