

September 16, 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: Collins, Davison, Corwin, Deichert, Druker, Fabiszak (Executive Director), Ferrin, Molinari, Pool, Rae, Rogers, Ross, Schaeffer, Shaw (zoom), Soriano, Thomas, Walter and Willet.

Absent: Akkad, Arandia, Egen, Goren, French (Business Operations and Human Resource Officer), Lipper and Parker.

A motion to approve the minutes for the August meeting was made by Debbie Walter and seconded by Amy Schaeffer —passed.

Chairperson's Report: Sheila Rogers announced that Rick Gilbert is moving and has resigned from the Board. Jim Pool will take over as Treasurer and Patti Ferrin will be Assistant Treasurer.

- a. Authors Night. Sheila Rogers reported that Authors Night grossed \$435,000 and more money is expected. Over the last 18 years, Authors Night has earned \$3.3 million. Sheila thanked Dennis and his staff and the volunteer Authors Night Committee for all of their work in helping to make Authors Night a great success. Dennis Fabiszak added that Authors Night's earnings allows the East Hampton Library to offer programs free of charge and pay for capital expenses. In comparison with other libraries, the East Hampton Library serves a larger population at a lower cost to taxpayers.

President's Report:

- a. Tom Twomey Series. Sara Davison stated that the October date for the Tom Twomey series about Dark Skies has not been set. The September 24th event at Green River Cemetery is completely booked with 30 participants. Since the program sparked so much interest, it was recommended to film the event or to re-offer the program in the future.

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. Authors Night revenues and profits from book sales have been helpful. Thanks were given to Laura Molinari for soliciting business contributions to offset the costs of the Children's Fair. Laura stated that she could work to get more donations from businesses for next year. The cost for utilities has stayed close to budget despite the fact that some people are using the electrical outlets in the parking lot to charge their cars using considerably more electricity. The original purpose of the outlets was to allow patrons to charge computers and phones while using the free Wi-Fi. It was suggested to set a timer.

A motion to approve the draft management report and disbursements for August was made by Charlie Soriano and seconded by Sara Davison —passed.

YTD as of 8/31/2022

Total Operating Revenue	\$2,692,592
Total Operating Expenses	2,085,955
Operating Surplus	606,637
Net Transfers	465,000
Net Surplus	\$1,071,637
Operating Disbursements	\$ 260,721.30
Other Disbursements	1,229.00
Total Disbursements	\$ 261,950.30

Book Sales: Debbie Walter thanked Rick Gilbert for his donation of books. The book sales profits have been growing but at an incremental pace; many books have been selling but at a low price.

Reel Video Project: LTV Archive: Anne Thomas said that the Reel Video Project committee will meet on September 17, 2022 at 2:00. A report will be given at the next Board meeting.

Long Range Planning Committee: Brooke Goren will chair the committee on September 17, 2022 at 11:00 am. To take under consideration when making long range plans, Dennis added that the way added Library patrons use resources is changing. The amount of physical resources has diminished because of digital resources. In addition, the cheapest way to create space in a library is to cull books that have not been taken out in the past five years.

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

- a. Personnel Report. Adea Kastrati resigned as a part-time scanning assistant. A motion was made by Chip Rae and seconded by Diana Deichert to accept the resignation of Adea Kastrati—passed.
- b. SLCS Resource Sharing Code. It has been agreed that libraries would work with other libraries to get borrowed materials returned. If the materials are not returned, the lending library will absorb the cost. A motion to approve the SLCS Resource Sharing Code was made by Chip Rae and seconded by Jim Pool – passed.
- c. Haunted Library. The staff has been working to create 2022's version of the Haunted Library and a meeting will be held on September 28. The Library will close at 12:00 pm on October 29 for set up. Board members are invited to participate in and/or help with set up or clean up. Over 315 people will experience the Haunted Library which is the 3rd largest East Hampton Library Event.
- d. Appropriate Dress Code Policy. There is no dress code policy for staff or clients at the Library. It is recommended to have a statement requiring staff to dress appropriately in the Personnel handbook.
- e. Budget vote. The vote is September 17, 2022. The East Hampton Star wrote about the upcoming vote.

Dennis reported that because of two recent claims, the Mount Vernon insurance company discontinued its policy with the East Hampton Library. The Mount Vernon policy had coverage for up to \$4 million at a cost of \$3,600 per year with a \$1,000 deductible. Amaden Gay searched and found another carrier, Diamond State Insurance Company. With Diamond State, the coverage is for up to \$3 million at a cost of \$7,600 per year; there are four different types of deductibles ranging from \$7,500 to \$35,000 depending on the claims.

Dennis will research furniture options for the Children's Garden.

A motion to adjourn at 5:01 pm was made by Chip Rae and seconded by Anne Thomas—passed.

The next meeting is October 21, 2022 at 4:00 pm

Submitted by Ellen Collins