

April 21, 2023 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 4:01 PM.

Present: Akkad, Arandia, Collins, Corwin, Davison (zoom), Fabiszak (Executive Director), Ferrin (zoom), Kyle Fichtner (Young Adult Department Head), French (Business Operations and Human Resource Officer), Goren, Molinari, Parker, Pool, Rogers, Ross (zoom), Schaeffer, Shaw, Walter and Willet.

Absent: Deichert, Druker, Egen, Lipper, Rae, Soriano and Thomas.

A motion to approve the minutes for the March meeting was made by José Arandia and seconded by Debbie Walter — passed.

Chairperson's Report: Sheila Rogers shared thank you notes sent from the staff in response to the raises instituted last month. She also shared a note from the Long Island Veteran's organization thanking the Library for its donation of talking books and CDs. According to Dennis Fabiszak, Steve Spataro organized the donation and often seeks out other institutions in need of books and materials. Sheila reported that there are close to 50 authors committed to Authors Night; the committee is now working to set up dinner locations. Dennis is applying for the necessary permits. Via email, Janet Ross shared an article from *The New Yorker*, entitled, "When the Culture Wars Come for the Public Library." Sheila recommended that the Board read the enlightening article.

President's Report: Sara Davison congratulated Kyle Fichtner for the successful beach clean-up community service event he organized with a group of Young Adults.

Treasurer's Report: Jim Pool gave the financial reports. Jim reported that there were three payrolls during the month. A once a year payment was made to Empower Financial Services for retirement benefits. Dennis added that the amount paid to Empower Financial Services was less this year since unclaimed retirement benefits of the past were applied toward the cost. A motion to approve the draft management report and disbursements for March was made by Brooke Goren and seconded by Susan Akkad—passed.

YTD as of 3/31/2023

Total Operating Revenue	\$2,272,933
Total Operating Expenses	927,147
Operating Surplus	1,345,786
Net Transfers	539,000
Net Surplus	1,884,786
Operating Disbursements	\$400,329.37
Other Disbursements	12,363.46
Total Disbursements	\$412,692.83

Reel Video Archive Project: Brooke Goren reported that application for a grant from New York State Humanities Council is still undecided as the grant application deadline has been extended. A date for the launch of the Reel Video Archive Project needs to be established. It was suggested to tie in the launch of the Reel Video Archive Project with the 375th Anniversary of East Hampton celebration being planned and organized by East Hampton Village, and the Library's budget vote in the fall.

Book Sales: Debbie Walther stated that a donation was received from Maureen Egen. There is more competition in the used book sales business. Donations are needed and Gail Parker suggested advertising that there is a tax deduction for donated books. Patrons enjoy the many high quality free used book selection available.

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

- a. Personnel Report. There is no personnel report. Dennis is still working on filling the Children's Librarian position. Some certified teachers have applied without library degrees.
- b. Kyle Fichtner- Head of Young Adult Services. As a way to fulfill the Long Range Plan of staff involvement with the Board, Kyle was invited to attend the Board meeting. Kyle explained how he started attending his home town library in Mastic at age 16 and after his experience there decided to pursue a career as a Librarian. He has worked at the East Hampton Library for almost 6 years and is now the Department Head overseeing YA librarians and pages. Kyle and his department have strived to increase community based outreach and to make the Department a true community center. Some programs are brought to the High School such as the recent programs in virtual reality and button making. The number of teens involved in all sorts of programs have shown a steady increase. The teen tech program has 15 – 20 students involved allowing teens to help adults and seniors close the digital gap. Kyle sends a monthly newsletter to Sara Smith, the High School Principal, and to Mike Buquicchio, the High School librarian, to share with parents and students. The monthly calendar of events is in English and Spanish. Ellen Collins added that Kyle's influence on teens is clearly highlighted in many of the scholarship applications.
- c. Hamptons Mystery & Crime Festival: Dennis stated that the Library's integral participation in the Hamptons Mystery & Crime Festival sponsored by East Hampton Village was a home run and garnered much good will. The Library was admired by the visiting authors and the attendees as well. By opening the doors to the Festival, the Library's role in promoting authors and books was solidified.
- d. Staff Salary increases and benefits. The staff was shocked and very appreciative to receive raises. Dennis is working on gathering salary and benefits information from other libraries. Once the salary ranges have been gathered, Dennis will share the information with the Personnel Department.
- e. Internet access. The internet access has been upgraded to fiber optic for increased speed. Another line was installed to be used in the future if necessary.

Ellen Collins stated that the Scholarship Committee had the following suggestions for the Melissa E Morgan Memorial Scholarships: use a common rubric for judging applications, hold a zoom meeting to discuss, have input from Kyle Fichtner or Dennis for tie scores, invite winners to a Board meeting with an introduction and brief Q & A by Kyle and publicize winners in the Star and other media. Gail Parker suggested sharing some excerpts from the applications with the Board.

Dennis reported that over 100 museum passes have been reserved. The Lighthouse museum pass has been added which allows 2 adults and 2 children to enter, a savings of \$40 to the user.

Dennis would like to create a consortium of volunteers among local establishments. Based on M&T Bank model which requires its employees to volunteer (with pay) in the community, Dennis would like to have the staff receive comp time to volunteer at events offered by other community establishments.

Steve Spataro is sponsoring a job fair on April 27, 2023. Many local businesses and the Town will be participating.

A painting by Ewa Banas was donated to the Library.

Linda Willett donated a telescope. Staff will be trained in the use of the telescope so that future programs with the telescope can be developed.

For Arbor Day, the Library is holding a contest to find the largest tree in East Hampton. It is hoped to hold a program for new homebuyers.

Dennis is still talking to David Rattray about renting space at the Star building.

A motion to adjourn at 5:05 pm was made by Brooke Goren and seconded by Jim Pool – passed.

The next meeting is May 19, 2023 at 4:00 pm.

Submitted by Ellen Collins