

July 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 4:02 PM.

Present: Akkad, Arandia, Carey, Collins, Deichert, Druker, Fabiszak (Executive Director), French (Business Operations and Human Resource Officer), Goren, Molinari, Pool, Rogers, Ross, Soriano, Shaw, Thomas, Walter and Willet.

Absent: Corwin, Ferrin, Parker, Lipper, Rae, and Schaeffer.

A motion to approve the minutes for May and June was made by Jim Pool and seconded by Susan Akkad —passed.

Chairperson’s Report: Sheila Rogers addressed the Board on the following topics.

- a. Nominating Committee. The Nominating Committee proposed that Liz Carey, a Board member from 2006-2010, be appointed to serve on the Board again. Because Maureen Egen resigned from the Board with one year remaining in her position, Liz can fill her position. A motion to approve the nomination of Liz was made by Ellen Collins and seconded by Brooke Goren—approved.
- b. Oath of Office. All Board members are required to sign the Oath of Office statement as required by the auditors.
- c. Conflict of Interest Statements. All Board members are required to sign the Oath of Office statement as required by the auditors.
- d. 2022 Audit. Recommendations from the Audit include having more oversight. According to Dennis Fabiszak, even though the business operations department is small, all checks and balances are in place. Dennis mentioned that the audit does not clearly show that transfers are planned for the operating budget which makes it appear that there is a shortfall in the operating budget. Sheila recommended attaching an explanation for transfers.
- e. Authors Night. Sheila reported that ticket sales for dinners have been slow. She asked the Board to support and promote the dinners. Susan Akkad recommended advertising at the Farmers Market in Herrick Park. Sheila added that some authors are having difficulty securing reasonably priced lodging. Please advise Sheila if anyone has lodging to offer. Generous donations to the Authors Night have been received.

President’s Report: Brooke Goren stated that she is working on defining the role of Board president. She is also concentrating on ways to bring out the vote for the Library Budget vote on September 23, 2023. Because it is important to increase voter participation from Wainscott residents, Brooke suggested adding a personal note to an informational mailing. She also stressed that voters be aware of the increase in costs per average household/year.

Treasurer’s Report: Jim Pool gave the financial reports. Revenue is slightly up and expenses are slightly down. Dennis added that insurance costs will increase. Two local agencies are preparing proposals. It has been recommended to have a liability appraisal of the materials in the Library. Questions will arise on what to insure in the Long Island Collection (LIC). A motion to approve the draft management report and disbursements for June was made by Diana Deichert and seconded by Debbie Walter—passed.

YTD as of 6/30/2023

Total Operating Revenue	\$2,366,693
Total Operating Expenses	\$1,691,445
Operating Surplus	\$675,248
Net Transfers	\$539,000
Net Surplus	\$1,214,248
Operating Disbursements	\$699,349.44
Other Disbursements	\$23,582.79
Total Disbursements	\$722,932.23

Reel Video Archive Project: Dennis reported that 67 LTV programs have been uploaded and are available to view online. As a Tom Twomey event, the Reel Video Archive Project will be presented to the public. One plan is to schedule this event to coincide with the Budget Vote on September 23, 2023.

Book Sales: Debbie Walter stated that recently a large amount of book donations and boxes of CDs and DVDs have been received.

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

- a. Personnel Report. Pablo Gallegos was rehired as custodian. A motion to approve the appointment of Pablo was made by Ellen Collins and seconded by Debbie Walter—approved.
- b. 2024 Budget. The current increase proposed is 9.8% which is over the tax levy limit. Dennis will write up explanations for the increases and will include information of the new free programs in place such as ABC Mouse and Museum passes.

*Resolved that, pursuant to General Municipal Law § 3-c(5), the Board of Managers of the East Hampton Library overrides, for the 2024 calendar year, the tax levy limit imposed by Municipal Law §3-c(3).*

*Resolved, that the proposed Library budget for the Year 2024 in the amount of \$ 3,724,444 with a proposed tax levy of \$2,371,421 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 23, 2023 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.*

*The East Hampton Star* will publish legal notices of the upcoming budget vote on September 23. A motion to approve the two proposals for the budget was made by Jim Pool and seconded by Susan Akkad—passed.

- c. Executive Session to discuss personnel issue.
- d. Possible Construction Project. Lee Skolnick is redesigning the front entry. The circulation desk will be moved to the Reading room; the front entrance will be inviting and set up more like a café. A quiet room will be constructed to be reserved for use. A donor is interested in donating funds for the Young Adult room expansion; the amount to be donated is yet to be determined.

Ellen Collins asked that the Melissa E Morgan scholarship photo of the recipients be published in *The East Hampton Star*.

A motion to adjourn at 5:16 pm was made by Jim Pool and seconded by Janet Ross —passed.

The next meeting is August 18, 2023 at 4:00 pm

Submitted by Ellen Collins