

November 16, 2018 REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM AT THE LIBRARY.

The President of the Board, Sheila Rogers, began the meeting of the Board of Managers at 4:06 pm.

Present: Chapman, Collins E, Davison, Ferrin, Fabiszak, Mulligan, Rogers, Talmage and Walter.

Absent: Akkad, Arandia, Deichert, Druker, Egen (phone), Gilbert, Goren, Parker, Rae, Ross (phone), Schaeffer and Soriano.

Since there was no quorum, the October minutes will be approved at the next meeting.

Sheila Rogers was very sad to report that Chuck Hitchcock, a former Board member, died recently. He contributed much to the community and to the East Hampton Library. A memorial will be held on December 3, 2018 at the Springs Community Church. A notice will be placed in the East Hampton Star to acknowledge Chuck's contribution to the Library. The corresponding secretary, Gail Parker, will send a note of condolence.

Sheila asked that the Board members contribute \$50 toward the Holiday Party. Either mail or drop off the payment at the Library. Checks should be made out to cash.

Treasurer's Report: Jenny Mulligan gave the financial report. Authors Night revenue is higher than what was expected. A Society Membership mailing will go out at the end of the year. Since there was no quorum, approval of the draft management report and disbursements for October will be made at the December Board meeting.

YTD as of 10/31/2018

Total Operating Revenue	\$2,521,053
Total Operating Expenses	2,136,117
Operating Surplus	84,936
Net Transfers	0
Net Surplus	\$384,936
Operating Disbursements	\$ 205,562.33
Other Disbursements	0
Total Disbursements	\$ 205,562.33

President's Report: Year End Projection. Sheila Rogers, Dennis Fabiszak and Amber Talmage reported that at the end of December the projected surplus will be \$151,451. The end of year surplus is used to pay for holiday bonuses for personnel. The normal amount of holiday bonus for each person is equivalent to the amount received for one week's salary. Remaining funds from surplus go into the contingency fund.

Tom Twomey Series: Sara Davison reported that members of the Tom Twomey committee met before the Board meeting. Ideas sketched out for next year include the following topics: business world, garden tour, architecture, entertainment. The Tom Twomey local history lecture will be tied into the research currently being conducted about the enslaved people of East Hampton. David Rattrey's name was suggested as moderator for this lecture. Any ideas for topics or speakers, please contact Chip Rae.

Investment Committee: Jenny Mulligan stated that the investment committee has not met. According to Jenny, CIBC has been contacted to change the Building Maintenance Account to be the Building Maintenance and Planning Account. This change was approved at the October 2018 Board meeting.

Book Sales: Debbie Walter reported the book room has been completely cleaned out and looks like a bookstore. Some new books left over from Authors Night are used as prizes for library programs.

Directors Report: Dennis Fabiszak addressed the Board on the following topics:

- Haunted Library. Over 200 people, aged 11 years old-adults, attended the Haunted Library on Saturday, October 27 from 7-9 pm. More than half of the Library staff participated, as did members of the public and 2 actors from Guild Hall. Dennis proposes to make the Haunted Library an annual event. One way to expand the event would be to involve Guild Hall more. According to Dennis, the Haunted Library can become the 3rd major event of the Library after Authors Night and the Children's Fair. The Haunted Library was very effective in showing the public that the Library is more than a warehouse for books.
- Baldwin Room Project. In order to expand the space of the Baldwin room and allow 200 people to be comfortably seated, Dennis explained the plan to remove the wall between the Baldwin room and the gallery. At the bottom of the stairs, a foldable door will be installed to be used to close off the room for noisy programs. With the removal of the wall, some of the art gallery will be lost but can be replaced by adding a display area in the Baldwin room. Only a construction building permit is needed. The proposed project will take approximately 2 weeks and will be done in the winter months. During this time, some programs will be cancelled and some may be held in the back room of Guild Hall. The estimated cost is \$50,000 and can be paid with the end of year surplus.
- SCLS Budget. Dennis tabled this topic and will present to the Board when there is a quorum.
- Public Policy Review. Dennis tabled this topic and will present to the Board when there is a quorum.

The meeting ended at 5:05. Board members visited the Baldwin room to get an idea of proposed construction project and also were given a tour of the cleaned out Amazon Room.

The next meeting is December 14, 2018 at 3:30.

Submitted by Ellen Collins