

December 17, 2021 REGULAR MEETING OF THE BOARD OF MANAGERS OF THE EAST HAMPTON LIBRARY HELD AT 4:00 PM

Sara Davison called the meeting to order at 4:00 PM.

Present: Akkad, Arandia, Collins, Davison, Deichert, Druker, Ferrin, French (Business Operations and Human Resource Officer), Gilbert, Goren, Meyer (LIC Department Head), Parker, Pool, Rae, Scott Raynor (IT), Ross, Schaeffer, and Walter.

Absent: Corwin, Egen, Fabiszak (Executive Director), Lipper, Rogers, Soriano and Thomas.

A motion to approve the minutes for the November meeting was made by Gail Parker and seconded by Brooke Goren — passed.

President's Report: Sara Davison introduced Sophie French who will be the new Business Operations and Human Resource Officer. Sara asked that all Board members who have not yet contributed \$50 toward the Staff Holiday gift basket to forward the payment to Dennis Fabiszak. Sara reminded the Board that the year end fund raising letter was sent with the EH Library calendar and encouraged the Board to make contributions. Sara also reported that she and Sheila Rogers met with Dennis to discuss goals for 2022. Dennis has been requested to work on a new long range plan. Board members can volunteer to collaborate with Dennis and an outside consultant to create the plan. Board members should contact Sara if interested.

Treasurer's Report: Rick Gilbert gave the financial reports. Rick reported that as of the end of November, revenue was up vs the budget. Authors Night, used books sales, investments and donations contributed to the revenue. Expenses were under budget. There is a net operating surplus of \$347,808. Because of the surplus, the planned transfer to the Contingency Fund was cancelled.

A motion to approve the draft management report and disbursements for November was made by Chip Rae and seconded by Jim Pool—passed.

YTD as of 11/30/2021

Total Operating Revenue	\$ 2,454,979
Total Operating Expenses	2,565,906
Operating Surplus	-110,927
Net Transfers	559,050
Net Surplus	\$ 448,123
Operating Disbursements	\$ 205,048.11
Other Disbursements	19,781.60
Total Disbursements	\$ 224,829.71

Book Sales: Debbie Walter reported that donations are still being received. Dennis recently sent out an email about Holiday Shopping with a link to the books for sale in the Library's Amazon and Ebay account. As a way to save on shipping, patrons were encouraged to browse the items for sale. Any purchases can be picked up and paid for at the Library.

Reel Video Archive Project: Brooke Goren reported that the Tom Twomey Lecture series featuring the Reel Video Archive Project was held on December 1, 2021. There were approximately 30 attendants in person and 30 others attended virtually. The Archive Project has already sparked quite a bit of interest. To fund the project which is projected to cost \$100,000- \$150,000 for the first year, Anne Thomas would like to pinpoint potential donors. To date \$27,500 in contributions has been received. Board members are encouraged to contribute to the project.

Director's Report: Andrea Meyers shared a video from Dennis Fabiszak. In the video, Dennis thanked the Board for the support given to him and to the staff. Dennis stated that he is excited about the new projects undertaken which include: the Pandemic Video, The Reel History Archive Project and the New Digital LIC. He also stated that there has been

increased programming and services and new skills and techniques has enabled the Library to serve more patrons effectively. He is looking forward to an expanded fundraising this year with Authors Night and the Children's Fair held in Herrick Park this summer.

Andrea addressed the Board on the following topics:

- a. Personnel Report. Andrea reported that Carolyn Hirsh was hired in circulation. Bryon (Santiago) Calle resigned his position as custodian. A motion was made by Brooke Goren and seconded by Chip Rae to approve the appointments of Carolyn Hirsh and to accept the resignation of Bryon Calle—passed.
- b. Memories of the Pandemic Video Project. Andrew Visconti has already conducted 60 interviews. Scott Raynor will help with the IT and Emily Ryan will help with video editing.
- c. New York State Mask mandates. The Library is keeping up to date and is in compliance with the mask mandates.
- d. Message from the Staff. The staff made a video thanking the Board for the extra bonus and increased benefits.

A motion to adjourn at 4:34 pm was made by Chip Rae and seconded by Jim Pool —passed.

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

Submitted by Ellen Collins

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