

AMAGANSETT FREE LIBRARY  
REGULAR MONTHLY MEETING  
Approved Minutes of September 24, 2021

Present: Marc Donnenfeld (President), Calandra Sheen (Vice President), Dan Mongan (Treasurer), Shari Thompson (Secretary), Meredith Cairns, Sadie Stephenson, Lauren Nichols (Director). The meeting took place in the library's Community Room and was called to order by President Marc Donnenfeld at 9:06 am.

I. Approval of Agenda. Approved without objection but with the provision that there be an Executive Session directly following the Period for Public Expression (item XV).

II. Approval of Minutes from August 27, 2021 Regular Meeting. Approved without objection.

III. Financial Report. Treasurer Dan Mongan reported that "everything is fine."

IV. President's Report. President Marc Donnenfeld said that he nothing specific to report.

V. Director's Report. Director Lauren Nichols reported that our library is partnering with the Amagansett Life-Saving Station, the East End Classic Boat Society, and the East Hampton Historical Society in celebrating the third annual Maritime Heritage Day on Saturday, October 16th. The entire community is invited, and we are hoping for a good turnout. Our archivist, Jacqueline Marks, and our children's librarian, Evan Harris, are creating a maritime-themed scavenger hunt for children and families.

Lauren reported also that President Marc Donnenfeld is drafting our library's 2021 annual appeal. The draft will be emailed to board members and upon being approved, will be sent to all Amagansett post-office boxholders in November, in a bulk mailing, as was last year's appeal.

Lauren noted that starting on November 1st, our winter hours will be 10:00 am to 5:00 pm on Monday through Saturday and from 1:00 until 4:00 on Sunday, but groups can come in for meetings after hours.

Lauren further noted that with the increase in our services, we will need to hire additional staff.

VI. Secretary's Report. Secretary Shari Thompson said that she had nothing special to report.

VII. Trustee Reports. None of the trustees had anything special to report.

VIII. Committee Reports

A. Friends. Meredith Cairns and Shari Thompson reported that the cafe tables and chairs that were purchased for the Friends Garden this year are being used and that in the spring we will add some pieces---e.g., chairs with arms, and a larger table or two small tables that can be put together. The additional pieces will be in a style and color compatible with what we have.

Director Lauren Nichols reported that thirteen new engraved bricks, for the garden, will be arriving but might be delayed, since there is a scarcity of red dirt, and it was agreed that we

will hold back, for now, on another brick-fundraising letter. There will be a number of occasions, this winter and spring, on which to send out another brick-fundraising appeal.

IX. Old Business

A. NY State Hero Act

1. **RESOLVED** that the Board of Trustees of the Amagansett Library approves the Model Airborne Infectious Disease Prevention Plan. Approved without objection.

X. New Business

A. Annual appeal. See item V, Director's Report, above.

B. **RESOLVED** that the Board of Trustees of the Amagansett Library approves the board meeting dates and library holidays for the 2022 calendar year. Approved without objection but with the provision that the November 2022 Regular Meeting be on November 18th rather than on the 25th (the day after Thanksgiving) and that the December Regular Meeting be on December 16th (rather than on the 30th, New Year's Eve day).

Also it was proposed that our November Regular Meeting, this year, be on November 19th rather than on the 25th (the day after Thanksgiving) and that our December Regular Meeting be on December 17th rather than on the 31st (New Year's Eve day). Approved without objection.

XI. Approval of Regular Bills for September. Approved without objection.

XII. Approval of the Personnel Report. Approved without objection. In addition, it was proposed that library staff working on Sundays be paid time-and-a-half, and that Director Lauren Nichols "be given discretion to increase staff salaries to competitive levels." Both proposals were approved without objection, and the salary adjustments will be included in next month's Personnel Report.

XIII. Correspondence. None.

XIV. Period for Public Expression. No one from the public was present.

XV. Executive Session. From 10:17 until 10:55, there was an Executive Session, in which Director Lauren Nichols was included, to discuss personnel matters. After the Executive Session ended, it was proposed that Director Lauren Nichols "be authorized by the board to take whatever steps are necessary in order to increase retirement contributions for library staff from 5% to 10%." Approved without objection.

XVI. The meeting was adjourned at 10:57 am.

Next meeting date: Friday, October 29, 2021, at 9:00 am.