

AMAGANSETT FREE LIBRARY  
REGULAR MONTHLY MEETING  
Approved Minutes of December 17, 2021

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

I. Approval of Agenda. Approved without objection.

II. Approval of Minutes from November 19, 2021 Regular Meeting. Approved without objection.

III. Executive Session (as necessary). There was no need for an Executive Session.

IV. Financial Report. Treasurer Dan Mongan noted that "we are where we ought to be," and Director Arielle Hessler noted that we are 90% through our 2021 budget.

V. President's Report. President Marc Donnenfeld congratulated Arielle Hessler on her first two weeks as our library's director and wished the trustees, Arielle, and the library staff happy holidays and a happy new year.

VI. Director's Report. Director Arielle Hessler reported that "the transition so far has been very smooth, due to a wonderful library staff, Lauren's guidance, and the welcoming community of Amagansett." Arielle reported also that she has met, in person or virtually, with all of the library's staff and independent contractors, is planning technology training for staff for hosting programs on Zoom, and is working with Jacqueline Marks and Francine Lane to create online programs for adults, and particularly weekly programs on Thursdays at 6:00.

Arielle noted that a faulty pump in the library's heating zone 2 will be replaced by Blue Diamond Air Systems; that Jim Page, our part-time building manager, has fixed a lighting problem in the attic; and that regular maintenance on the elevator has been done by Noble Elevator Company, Inc. (see item XI, A).

VII. Secretary's Report. Secretary Shari Thompson reported that the staff had a formal after-hours dinner in the Biography Room in honor and appreciation of Director Lauren Nichols just before she left. The dinner was inspired by the breakfast for Lauren, also in the Biography Room, that was hosted by the trustees and attended by the entire staff, and that directly followed our November board meeting.

VIII. Trustee Reports. None of the trustees had anything special to bring to the board's attention.

IX. Committee Reports

A. Friends. In January, Meredith Cairns, Lynne Weinlandt, Shari Thompson, and Arielle Hessler will meet to select and order additional furniture for the Friends garden. Several new orders for engraved bricks for the garden have been received, and a brick-fundraising letter will be sent out, as it was last year, in time for Valentine's Day.

X. Old Business

A. Annual Appeal. Arielle Hessler reported that to date, our annual appeal has raised \$24,674 and that more donations are expected to come in during the holiday season. Arielle noted that half of our contributors are new donors or are returning donors who have not supported the library for some time. It was suggested, and agreed, that next year we include, in our annual-appeal mailing, current cardholders who don't have post-office boxes in Amagansett.

XI. New Business

A. Motion to approve the elevator contract. Approved without objection.

B. Motion to approve adherence to the current New York State mask mandate, requiring all staff, and patrons ages 2+, to wear a mask when in the library building. Approved without objection, but with the stipulation that Arielle Hessler be given authority to make changes if the mask policy is amended.

C. Transition update and plans for the future. See Director's Report, item VI.

In looking ahead, it was suggested that the library's annual book sale might be revived. While it was agreed that this would entail a lot of work, it was suggested also that more immediately we could, as in the Montauk library, place a donations box next to the free-books cart.

It was further suggested that we think about planning an event, or events, this spring, to bring in the community, celebrate our library, and thank our donors. A Gala Committee---Marc Donnenfeld, Dan Mongan, and Sadie Stephenson---was formed to start the planning process, but all of the board members will be actively involved.

XII. Approval of Regular Bills for December. Approved without objection.

XIII. Approval of the Personnel Report. Approved without objection.

XIV. Correspondence.

A. Thank-you from Lauren Nichols. Arielle Hessler shared with the trustees a gracious note from Lauren Nichols, thanking us for her celebratory breakfast and for gifts that were given to her by the board in appreciation of her stellar tenure at the library.

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

XVI. Adjournment. The meeting was adjourned at 10:03 am.

Next Meeting Date: Friday, January 28, 2022, at 9:00 am.