

AMAGANSETT FREE LIBRARY  
REGULAR MONTHLY MEETING  
Approved Minutes of October 28, 2022

Present: Marc Donnenfeld (President), Calandra Sheen (Vice President), Dan Mongan (Treasurer), Shari Thompson (Secretary), Lynne Weinlandt, Sadie Stephenson, Arielle Hessler (Director). The meeting took place in the library's Community Room and was called to order by President Marc Donnenfeld at 9:05 am.

I. Approval of Agenda. Approved without objection.

II. Approval of Minutes from September 30, 2022 Regular Meeting. Approved without objection.

III. Financial Report. Treasurer Dan Mongan noted that he had "no financial news or concerns."

IV. President's Report. President Marc had nothing special to report.

V. Director's Report. Director Arielle Hessler reviewed the Director's Report (see attached), noting especially that the library's winter hours will go into effect on Tuesday, November 1st, and that the Town's Fire Marshal recently did an inspection in which some issues came up that we will deal with, including the replacement, at a cost of about \$1,700, of a leaky circulator pump for our HVAC system. Arielle noted further that the weeding of Adult Non-Fiction is continuing; that the library's website now has a blog, which she will write and for which she will get input from the staff, to update patrons on library news, events, and services; and that a listening station has been installed in the window nook in Children's Fiction, so that children, one or two at a time, can listen, through headphones, to stories and songs from their favorite books, movies, and shows.

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

VII. Trustee Reports. None.

VIII. Committee Reports. While there were no committee reports, it was agreed that a committee will be formed to establish board policy on setting up committees, both ad hoc and standing, and on their functioning. Dan Mongan, Calandra Sheen, and Shari Thompson volunteered to serve; they will meet with Arielle Hessler and will report to the board at our November meeting.

IX. Old Business

A. Board meeting dates and library holidays for the 2023 calendar year. (See attached.)

It was noted that the board will meet on the next-to-last, rather than the last, Fridays in May, June, November, and December, in order not to impinge on the Memorial Day, July Fourth, Thanksgiving, and Christmas weekends. Arielle Hessler reported that she checked with other East End libraries about holiday closings and that "we're behind in what they do." It was then proposed that our library close, in 2022 as well as in 2023, at 1:00 (instead of 3:00) on the day before Thanksgiving and that we be closed the day before Christmas, and also that we be closed, in 2023, on Easter Sunday. Approved without objection.

B. Policy for the Use of Videoconferencing at Open Meetings. With there being a question about the policy, it was agreed that Arielle Hessler will consult with our library's lawyers and that the policy will be voted on at our November board meeting.

C. Annual Appeal. Our annual appeal, which will go out in early November, was reviewed and approved without objection. An additional 1,000 copies of the appeal will be sent out, so that library patrons who have addresses here and in New York City (or elsewhere) will be sure to receive it.

#### X. New Business

A. Suffolk Cooperative Library System 2023 Draft Budget. Since SCLS Director Kevin Verbesey will be sending a final version in advance of our November board meeting, the draft was reviewed but not voted on.

B. Motion to approve a part-time Local History Librarian position. Approved without objection.

C. Motion to approve the 2023 updated operating budget for our library's website. Moved by Dan Mongan. A vote was taken, with Marc Donnenfeld, Dan Mongan, Calandra Sheen, Sadie Stephenson, and Shari Thompson in favor and with Lynne Weinlandt opposed.

XI. Approval of Regular Bills. Approved without objection.

XII. Approval of the Personnel Report. There were no changes. Approved without objection.

XIII. Correspondence. In a letter to the board members and to Arielle Hessler, Meredith Cairns resigned from our board; there are two years left in her term (her second), and Arielle will consult with our library's lawyers about the specifics of filling the slot (e.g., Is there a residence requirement for trustees?) before any steps are taken. The board accepted Meredith's resignation regretfully, expressed appreciation for all of her efforts and work on behalf of the library, and will miss her.

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

XV. Executive Session. From 10:45 until 11:47, there was an Executive Session in which Arielle Hessler was included and in which personnel and real-estate issues were discussed.

XVI. Adjournment. The meeting was adjourned at 11:47 am.

Next Meeting Date: Friday, November 18, 2022, at 9:00 am.