

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Unapproved Minutes of August 23, 2024

Present: Dan Mongan, (Treasurer), Barbara Hill (Vice President) Linda MacCracken (Secretary), Natalie Abatemarco, David Nugent, Marie Zazzi, Arielle Hessler (Director). The meeting took place in the library's community room and was called to order by Vice President Barbara Hill at 9:06AM

- I. Approval of Agenda. Approved by unanimous consent.
- II. Approval of minutes from regular meeting July 26, 2024. Approved by unanimous consent.
- III. Financial Report. See new business.
- IV. President's Report. none
- V. Director's Report. Director Arielle Hessler reported that Sandpebble will begin our building assessment after Labor Day. There will be a staff development day when the library will be closed sometime in October or November. Employees are completing a free cyber security training with Wizer Training

Summer Reading statistics. Adults: 40 registered, 233 books read. Teens: 16 registered, 122 books read. Kids: 60 registered, 448 books read. There was a summer wrap party. Over 50 people(adults, teens and kids) visited and had a great time participating. A huge thank you to Kimberly and Daaimah for organizing this event.

- VI. Secretary's report. Nothing to report.
- VII. Trustees Reports. Dan Mongan recommended that the Board increase its engagement with the community.
- VIII. Committee Reports. There were no committee meetings this month
- IX. Old Business
 - a. Review of July 26 Open Evening Event. Our most successful one yet. 162 people registered. Natalie said the evening was fun and the staff was great. Suggestions for next year: more fliers advertising the event, no veggie platter. More food upstairs less downstairs, use award ceremony to talk about library.
- X. New Business
 - a. Auditor's report. Al Coster of Baldessari & Coster LLP presented the audit report for 2023. The report included 4 recommendations. The Finance Committee was charged with meeting to discuss them. *Motion to approve the audit. Approved by unanimous consent.*

- b. Motion to reinvest treasury funds at maturity in six (6)-month treasury bills, not to exceed the amount of \$104,500 with the library's M&T brokerage account.
Approved by unanimous consent
 - c. Motion to approve the HVAC Mechanical Maintenance Agreement with W&G Service Company Inc. Approved by unanimous consent
 - d. Policy Review
 - i. Whistleblower Policy. Was reviewed.
 - ii. Workplace Zero Tolerance Policy. Was reviewed
 - iii. Policy Against Workplace Harassment. Approved as amended by unanimous consent
 - iv. Policy Against Sexual Harassment Approved as amended by unanimous consent
- XI. Approval of regular bills for July. Approved by unanimous consent.
- XII. Approval of Personnel Report. Approved by unanimous consent.
- XIII. Correspondence. None
- XIV. Period for Public Expression. No one from the public was present.
- XV. An executive session was held from 10:13 to 10:26 to discuss a personnel matter where the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation
- XVI. Meeting was adjourned at 10:49

Next Meeting Date: Friday September 27, 2024, at 9 am.