

AMAGANSETT FREE LIBRARY  
REGULAR MONTHLY MEETING  
Approved Minutes of December 13, 2024

Present: Marc Donenfeld (president), Barbara Hill (Vice President), Linda MacCracken (Secretary), Natalie Abatamarco, (Treasurer), Marie Zazzi, Arielle Hessler (Director). The meeting took place in the library's community room and was called to order by President Marc Donnenfeld at 9:11AM

- I. Approval of Agenda. Approved by unanimous consent.
- II. Approval of minutes from regular meeting November 15, 2024. Approved by unanimous consent.
- III. Financial Report. Natalie Abatamarco reported that signing authority has been transferred to Marc Donnenfeld and herself, in addition to the Director. As directed at the November Board meeting, investments have been made in CDs and T-bills leaving some for emergencies and some for the HVAC repairs. Also, the Finance Committee reviewed the 2025 revised Budget and Arielle's recommended edits to the Board.
- IV. President's Report. President Marc Donnenfeld thanked all the committee members for the time they have put in recently.
- V. Director's Report. Arielle Hessler reported that new furniture and technology equipment have been purchased. Staff Development Day was a great success. The Personnel Report includes a 3% salary increase for all staff. The building Assessment has been completed. The energy efficiency report will be along shortly. We have received 90% of the State Aid for Library Construction Grant. The remaining 10% will be sent upon completion of the project.
- VI. Secretary's report. Nothing to report.
- VII. Trustees Reports. There were no Trustee reports.
- VIII. Committee Reports.
  - a. The Finance Committee met several times. See Financial Report III
- IX. Old Business (none)
- X. New Business.
  - a. Motion to approve the inclusion of 20 hours Prenatal Leave in the Employee Handbook. Approved by unanimous consent.
  - b. Motion to approve the revised 2025 budget. Approved by unanimous consent.
  - c. Discussion of the purchase of a Pillar Booth. Decision on this deferred pending further research.

- d. Motion to invest \$104,000 and interest from funds that have matured, in a 2-month Treasury bill with the library's M&T brokerage account Approved by unanimous consent.
  - e. Motion to approve The Library Election Announcement to go out January 2, 2025. Approved as amended by unanimous consent
  - f. Motion to approve new audit contract with Baldessari & Coster. Approved by unanimous consent.
  - g. Motion to approve purchase of \$50 gift cards to Bonfire Coffee Shop for the Director and all staff. Approved by unanimous consent.
  - h. Long Range Planning Committee will meet soon. Members are Marie Zazzi, Natalie Abatemarco and Barbara Hill.
- XI. Approval of regular bills. Approved by unanimous consent.
- XII. Approval of Personnel Report. Approved as amended by unanimous consent.
- XIII. Correspondence. None.
- XIV. Period for Public Expression.
- XV. Executive session. (none)
- XVI. Meeting was adjourned at 10:20

Next Meeting Date: Friday January 17, 2025, at 9 am.