

AMAGANSETT FREE LIBRARY  
REGULAR MONTHLY MEETING  
Approved Minutes, March 28, 2025

Present: Marc Donnenfeld (President), Calandra Sheen (Vice President), Natalie Abatemarco (Treasurer), Barbara Hill (Secretary), David Nugent, Marie Zazzi and Arielle Hessler (Director). Dan Mongan participated by telephone (non-voting). The meeting took place in the library's community room. Marc Donnenfeld called the meeting to order at 9:30am.

- I. Unanimous approval of Agenda
- II. Unanimous approval of election of officers.
- III. Unanimous approval of February 28, 2025 minutes.
- IV. Natalie gave the Treasurer's Report: Business as usual. The M&T safe deposit box was empty, so no new box was procured.
- V. President' Report: Marc welcomed newly elected trustees and thanked Linda for her time and service.
- VI. Director's Report: The Library's Main Street entrance is now open. Trane, an HVAC mechanical company, assessed the current system and suggested we hire a mechanical engineer to design an appropriate system. Arielle will request quotes for the April meeting. Corinne Page is retiring after 27 years of service on May 23, 2025.
- VII. Secretary had nothing to report.
- VIII. There were no Trustee reports.
- IX. Committee Reports:
  - A. Building & Grounds Committee: met and agreed on a tentative timeline for the maintenance and repairs identified in the Sandpebble building assessment report. After the HVAC replacement project, the roof replacement and insulation are the next big projects. Other projects include soft washing the exterior and exterior painting to protect the original woodwork.
  - B. Long Range Planning Committee: (see New Business, A)
- X. Old Business:
  - A. The 2026 Budget Narrative to be distributed with the proposed 2026 budget was reviewed and unanimously approved as amended.
  - B. Motion to retroactively approve the letter of engagement with Whalen Flier PLLC was unanimously approved.
- XI. New Business:

- A. Motion to approve the Long Range Planning Community Survey was unanimously approved. Arielle will get notice in the East Hampton Star, have copies at the Library and have the survey on our website as well.
  - B. Motion to approve the Annual Report for Public and Association Libraries - 2024 was unanimously approved.
  - C. Motion to approve the Library Coordinator job posting was unanimously approved.
  - D. The Board discussed the commencement of milestone recognition for library staff and was enthusiastic about Arielle's suggestions.
  - E. The Board discussed committee appointments and it was agreed that trustees will communicate their interests to Marc in advance of the April Board meeting. The committees will remain as Buildings & Grounds, Finance, Policy and Long Range Planning.
  - F. The Board discussed options for the required 2025 Trustees Professional Development with a decision to be made once the options are more settled.
- XII. The Board unanimously approved the payment of regular bills for March.
- XIII. The Board unanimously approved the personnel report.
- XIV. There was no correspondence.
- XV. There was no public expression.
- XVI. There was no executive session.
- XVII. The meeting was adjourned at 10:55am.

Respectfully submitted,  
Barbara Hill, Secretary