

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Approved Minutes of February 28, 2025

Present: Marc Donnenfeld (President) Barbara Hill (Vice President) Natalie Abatemarco (Treasurer) Linda MacCracken (Secretary), Dan Mongan, David Nugent, 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 9:01AM

- I. Approval of Agenda. Approved by unanimous consent.
- II. Approval of minutes from regular meeting January 17, 2024. Approved by unanimous consent.
- III. Financial Report. Natalie Abetemarco reported that some treasury bill investments have matured, and need reinvestment. She said that the YTD budgeted income is 97% collected. With our need to get an updated CO we are planning to go over budget on legal expenses this year.
- IV. President's Report. Marc Donnenfeld thanked everyone for taking the time to go over the Sandpebble Building Assessment.
- V. Director's Report. Director Arielle Hessler reported that she had been looking into real estate attorneys. She also met with the new state assemblyman, Tommy John Schiavoni with the other library directors in his district.
- VI. Secretary's report. Nothing to report.
- VII. Trustees Reports. None.
- VIII. Committee Reports.
 - A. The Long Range Planning Committee met on February 25 and discussed a community survey. They are meeting again before the March Board meeting.
 - B. The Finance Committee met and discussed the draft 2026 budget.
- IX. Old Business
 - A. Sandpebble presented their recent Building Assessment of the library's facility and grounds via Zoom for the first 40 minutes of our meeting. Important work of note is a new HVAC system, insulating the two attic spaces for energy efficiency, replacing the historic building's roof and the flat roof, fixing flooring safety issues, creating a trench drain on the east side of the library, and cleaning, sealing, and repainting (windows and trim) the exterior to preserve historical woodwork.
 - B. 2025 Draft budget. There was a discussion after which Barbara Hill motioned to approve a \$1,906,845 budget for 2026 (with a \$1,522,095 tax levy). Per the discussion, this budget includes a \$300,000 planned Transfer from Fund Balance income for roof work in 2026. Motion was seconded by Marc Donnenfeld. The

motion passed with 6 in favor (Marc Donnenfeld, Barbara Hill, Natalie Abatemarco, Linda MacCracken, David Nugent and Marie Zazzi) and one (Dan Mongan) abstaining.

X. New Business.

- A. Motion to approve the 2025 Trustee Election Ballot and materials. Approved by unanimous consent, subject to Arielle talking to one of the candidates about including a disclosure in their Bio.
- B. Motion to revise the Records Retention and Disposition Policy. Approved by unanimous consent.
- C. Motion to approve the M&T Bank Letter for the Safety Deposit Box. Approved by unanimous consent.
- D. Motion to invest up to \$1,000,000 in 6-month treasury bills and up to \$500,000 in 3-month treasury bills. Approved by unanimous consent.
- E. Motion to approve Charlie & Sons 2025 Lawn Maintenance contract for \$2,779.25. Approved by unanimous consent.
- F. Review of Children's Garden contract. Tabled until the fall.
- G. Motion to engage Christine Reina of Bookkeeping 101 as the library's new bookkeeper beginning April 2025. Approved by unanimous consent.
- H. Discussion on candidates for local real estate counsel based on quotes obtained by the Director. The Board recommended the Director contact local attorney Richard Whalen.

XI. Approval of regular bills. Approved by unanimous consent.

XII. Correspondence. None

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

XIV. An executive session was held from 11:37 AM to 11:53 AM 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

XV. Approval of Personnel Report. Approved by unanimous consent:

XVI. Meeting was adjourned at 11:54 AM.

Next Meeting Date: Annual Meeting Friday March 28, 2025, at 9 AM, immediately followed by the March Regular Meeting