

AMAGANSETT FREE LIBRARY  
ANNUAL MEETING  
Approved Minutes of March 28, 2025

Present: Marc Donnenfeld (President), Barbara Hill (Vice President), Natalie Abatemarco (Treasurer), Linda MacCracken (Secretary), David Nugent, Marie Zazzi, Arielle Hessler (Director). Dan Mongan called in on the phone (non-voting). The meeting took place in the library's community room and was called to order by President Marc Donnenfeld at 9:05AM

- I. Approval of Agenda. Approved by unanimous consent.
- II. Motion to approve the Library Board of Trustees 2025 election results. Approved by unanimous consent.
  - A. For the 2025 – 2028 Trustee Term:
    1. 15 votes for David Nugent
    2. 14 votes for Calandra Sheen
  - B. David Nugent and Calandra Sheen will both serve as Trustees from 2025 – 2028.
- III. Nominations for Trustee Officers. Marc Donnenfeld was nominated for President by Barbara Hill. Calandra Sheen was nominated for Vice President by Marc Donnenfeld. Natalie Abatemarco was nominated for Treasurer by Barbara Hill. After no nominations, Barbara Hill volunteered to serve as Secretary. A vote will be taken at the March 28 Regular Meeting immediately to follow.
- IV. Board Committee Appointments (for Building & Grounds, Finance, Policy, and Long Range Planning) postponed to the April Regular Meeting.
- V. Annual Financial Report postponed until May/June.
- VI. President's Report. President Marc Donnenfeld congratulated David Nugent and Calandra Sheen and welcomed them back to the Board.
- VII. Director's Annual Report. Director Arielle Hessler presented the library's 2024 Year in Review. The library has had 11,648 Visitors in the past year, has added 1991 new books and provided 413 programs. The library participated in more outreach especially with local schools. The Summer Open Evening was a big success with 162 people registered. There was also a partnership for a book club with The Bonfire Coffeehouse and a music program with Amber Waves. The library updated many collections and added museum passes, mobile hot spots and bird watching kits to the blood pressure kits already on offer. Two new part-time clerks were added to the staff and there was a Staff Development Day. In October the library's application for a NYS Construction Grant to renovate our aging HVAC system was approved. In December, the Library completed a building assessment. The Library also has a new, improved online event calendar. In 2024 the Library continued evening hours 3 days a week year -round.

- VIII. Motion to approve Financial Resolutions A – D as follows. All were approved by unanimous consent.
- A. Treasurer is hereby authorized to establish a cash register change fund in the total amount of \$300.00.
  - B. The Treasurer is hereby authorized to deposit moneys in the depositories provided that the total amount deposited in any one of the following depositories listed shall not exceed \$15,000,000:
    1. Dime Bank
    2. M&T Bank
  - C. The Library's Bookkeeper is hereby authorized to electronically prepay specific utilities, payroll, and retirement bills including (any other electronic payments must first receive approval from the Library Board.)
    1. Mortgage
    2. Gas (National Grid)
    3. Electric (PSEG)
    4. Credit Card (US Bank)
    5. Payroll (Paychex)
    6. Retirement Contributions (TIAA, NYSDC, & Roth IRA):
  - D. The Library's Bookkeeper is hereby authorized to maintain a minimum balance of \$50,000 in the operating fund checking account, including a bi-weekly automatic transfer to cover regularly anticipated payroll expenses.
- IX. The Board of Trustees of Amagansett Free Library approves the East Hampton Star as the official newspaper to be utilized for public notice of meetings under the Open Meetings Law. The resolution was approved by unanimous consent.
- X. Community Remarks. None.
- XI. Meeting was adjourned at 9:27am