

**AMAGANSETT FREE LIBRARY**  
**Regular Monthly Board Meeting Friday, December 12, 2025**  
**APPROVED MINUTES**

Present: Marc Donnenfeld (President), Natalie Abatemarco (Treasurer), Barbara Hill (Secretary), Dan Mongan, Marie Zazzi and Arielle Hessler (Director). Absent: Calandra Sheen (Vice-President) and David Nugent. The meeting took place in the Library's Community Room. Marc called the meeting to order at 5:05 pm.

- I. The Board unanimously approved the Agenda for the meeting.
- II. The Board unanimously approved the minutes of the November 14, 2025 Regular Meeting.
- III. Natalie identified that the finances of the Library are on track for this year, identified the upcoming expenses and recommended keeping a larger amount of cash on hand until the first half of the library's tax receipts are in hand to cover the expected upcoming expenses.
- IV. In his President's report, Marc identified with pleasure that federal library grants have been restored, and wished everyone a good holiday season.
- V. Arielle presented the highlights of the Director's Report, with gratitude for all the support of the staff and the board of trustees as she begins her 5th year as director of the Library. Arielle also recounted the November 25, 2025 cesspool flooding and cleanup. The annual appeal letter has been mailed out.
- VI. There was no Secretary's report.
- VII. There were no Trustee Reports.
- VIII. There were no committee meetings.
- IX. Old Business:
  - A. Arielle has sent out letters requesting bids for the HVAC project. She has already heard back from one of the firms. She will send the proposal letter to additional firms next week, and seeks to have at least 3 proposals by the due date of January 5, 2026. The Building and Grounds Committee and our lawyers will review the proposals once received and make recommendations so that the Board can make a decision about proceeding at the January 16, 2026 Regular Meeting.
- X. New Business
  - A. The Board unanimously voted on a motion to approve the contract with Baldesarri and Costello for the 2025 audit in the amount of \$9,950.
  - B. The Board unanimously voted on a motion to approve the Lightpath Service coordinated order with SCLS for 100 Mbps + SD-WAN and Firewall at the annual price of \$6,500.

- C. Marc, Natalie, Barbara, and Marie voted to invest up to \$750,000 in 6-month Treasury Bills with the Library's M&T brokerage account. Dan abstained from this vote.
- D. The Board discussed the upcoming trustee election. Barbara and Marc's terms are completed after this year. Marc is finishing his second consecutive term so he is not eligible to run this year. Barbara is finishing her first term. Arielle will request statements of interest and bio information from interested candidates be delivered by February 13, 2026. The board will review the candidate information and approve the ballot at the February 20, 2026 regular meeting. The election will take place from March 2-13, 2026. Amagansett residents can request mail in ballots starting March 2, 2026. The Board unanimously approved the language for soliciting interested candidates. The Annual Meeting will be held just prior to the March Regular Board Meeting and the Board will accept the results of the election at that meeting. The Board unanimously agreed that the term for the new Board would commence with the April 2026 Regular Meeting.
- E. The Board discussed the staff-trustee new year's gathering which shall be held at 10:30 am on January 16, 2026 at the conclusion of the January Board Meeting.

- XI. The Board unanimously voted to approve the payment of Regular Bills.
- XII. The Board voted to enter Executive Session to discuss the Personnel Report at 5:50 pm. The Board voted to end the Executive Session at 6:07 pm. The Board unanimously approved a motion that each staff member will receive a cost of living raise of 3% and that the other salary adjustments recommended by Arielle be accepted.
- XIII. There was no correspondence to discuss.
- XIV. No one from the public attended.
- XV. There was an Executive Session as discussed in XII above.
- XVI. The meeting was adjourned at 6:15 pm.

Next Meeting Date: Friday, January 16, 2026, at 9:00am.