

AMAGANSETT FREE LIBRARY  
REGULAR MONTHLY MEETING  
Approved Minutes of January 31, 2020

Present: Dan Mongan (President), Shari Thompson (Secretary), Lauren Nichols (Director).  
President Dan Mongan called the meeting to order at 9:05.

- I. Approval of Agenda. Approved.
- II. Approval of Minutes from the December 20, 2019 Regular Meeting. Approved as written, subject to the approval of the board at our February regular meeting.
- III. Executive Session. There was an Executive Session at 9:10, and at 9:20 the meeting resumed.
- IV. Financial Report. Treasurer Rachel Gruzen called in to present the Financial Report. Our operating budget for 2021 was discussed and provisionally approved, subject to the approval of the board at our regular meeting in February. Rachel reported that the Mortgage Committee recommended that \$50,000 be paid toward our mortgage. Approved provisionally, subject to the approval of the board at our February regular meeting.
- V. President's Report. President Dan Mongan had nothing special to report.
- VI. Director's Report. See Committee Reports, Old Business, and New Business, below.
- VII. Secretary's Report. Secretary Shari Thompson had nothing special to report.
- VIII. Trustee Reports. None.
- IX. Committee Reports
  - A. Friends. Lauren Nichols had nothing special to report.
  - B. Architecture. Lauren noted that a date will be set for our Architectural Subcommittee to meet.
  - C. Mortgage. See Treasurer's Report, above.
- X. Old Business.
  - A. Motion to approve the completion of the lower-level flooring project. Lauren Nichols was authorized to go ahead and have the remainder of the flooring on the lower level, done.
  - B. Motion to approve the completion of the lower-level painting project. Lauren was authorized also to proceed with having the painting on the lower level, done.
- XI. New Business.
  - A. Motion to approve the audit services of Greg Ferraris, CPA. Approved provisionally,

subject to the approval of the board at our February regular meeting.

B. Meeting room chairs. Lauren Nichols was authorized to proceed with the purchase of new lightweight mesh chairs for our meeting room. They will replace our current chairs, which are too heavy for most staff to lift, are difficult to clean, and have to be stored in a public space because they are too bulky to keep in an out-of-the-way area.

C, D, E. Motions to approve the Whistleblower Policy, the Harassment Policy, and the Workplace Violence Policy. Approved provisionally, subject to the approval of the board at our February regular meeting.

F. Motion to approve the 2020-2025 Long Range Plan. To be on the agenda at our February regular meeting.

G. Motion to approve the Public Notice for the 2020 Trustee Election. It was noted that formal approval is not required; the Director has discretion. The notice will be in the *East Hampton Star*, and copies are available at our front desk.

XII. Approval of Regular Bills. To be on the agenda at our February regular meeting.

XIII. Approval of the Personnel Report. To be on the agenda at our regular February meeting.

XIV. Correspondence. None.

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

XVI. Adjournment. The meeting was adjourned at 10:15.

Next Meeting Date: Friday, February 28th, at 9:00 a.m.