

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Unapproved Minutes of February 28, 2020

Present: Dan Mongan (President), Calandra Sheen (Vice President), Shari Thompson (Secretary), Meredith Cairns, Lynne Weinlandt, Lauren Nichols (Director). Also present: Sadie Stephenson. President Dan Mongan called the meeting to order at 9:10.

I. Approval of Agenda. Approved without objection but with the provision that the Executive Session (item III) and the Period for Public Expression (item XV) change places, since Sadie Stephenson was able to stay for only part of the meeting. Sadie is a candidate in our upcoming trustee election, and we wanted to offer her an opportunity to address the board if she wished to before she had to leave.

II. Approval of Minutes from January 31, 2020, Regular Meeting. Approved without objection.

III. Period for Public Expression. None.

IV. Financial Report. Presented by Director Lauren Nichols in the absence of Treasurer Rachel Gruzen and approved without objection.

A. 2021 Budget Discussion. Our draft 2021 budget, put together by Rachel and Lauren, was presented by Lauren and reviewed, and will be on the agenda for approval at our March regular meeting.

V. President's Report. President Dan Mongan had nothing special to report.

VI. Director's Report (see attached). Lauren Nichols noted that in response to the Coronavirus alarm, light switches, keyboards, etc. in our library are routinely being wiped down and that Lysol wipes are being made available to our staff and to visitors. Lauren noted also that we have three candidates in the trustee election, on March 21st, for two slots on the board--Lynne Weinlandt, who is finishing her first term; former board president Marc Donnenfeld; and Sadie Stephenson. Notice of the election will be on our website, the candidates' bios and statements will be on display in the library, and Lauren will arrange for early voting. Library cardholders and residents of Amagansett are eligible to vote.

VII. Secretary's Report. Secretary Shari Thompson had nothing special to report.

VIII. Trustee Reports. None.

IX. Committee Reports

A. Friends. Lynne Weinlandt, Shari Thompson, and Lauren Nichols reported that we will continue to have a Friends table at library events, as we did, most recently, the Saturday before last, when an educator and four furry, winged, and scaly residents from the Quogue Wildlife Refuge gave a (very well attended!) program for parents and children in the Community Room.

We will have an event, in May or June, for members and prospective members of our Friends Committee, and it was suggested, and agreed, that a project for the Friends could be the re-landscaping of the library's grounds. This could be done in stages---our budget is currently \$1,700---and local landscapers could be asked if they might want to help us with a plan.

B. Architecture. Lauren reported that the flooring and painting on the lower level have been done, and Calandra Sheen and Meredith Cairns shared their ideas, along with photos, for furniture for the "teen" and the "biographies" rooms. The general feeling was that their choices are attractive, comfortable, practical, and reasonably priced, and the board thanked Calandra and Meredith for their time and for their excellent scouting.

C. Mortgage. The Mortgage Subcommittee's recommendation (see attached), presented at our January regular meeting, that \$50,000 be paid toward our mortgage, was approved without objection.

X. Old Business.

- A. Motion to approve the Whistleblower Policy. Approved without objection.
- B. Motion to approve the Harassment Policy. Approved without objection.
- C. Motion to approve the Workplace Violence Policy. Approved without objection.
- D. Motion to approve the 2020-2025 Long Range Plan. Approved without objection.

XI. New Business

A. Motion to approve the Annual New York State Report, to be signed by Lauren Nichols. Approved without objection.

XII. Approval of Regular Bills for January and February. Approved without objection.

XIII. Approval of the Personnel Report. Approved without objection.

XIV. Correspondence. None.

XV. Executive Session. There was an Executive Session from 10:40 to 11:10.

XVI. Adjournment. The meeting was adjourned at 11:15.

Next Meeting Date: Friday, March 27, 2020, at 9:00 a.m.