

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Approved Minutes of October 25, 2019

Present: Dan Mongan (President), Calandra Sheen (Vice President), Shari Thompson (Secretary), Meredith Cairns, Brock Lownes, Lauren Nichols (Director).

President Dan Mongan called the meeting to order at 9:06.

I. Approval of Agenda. Approved without objection, but with the provision that there not be an Executive Session, slated to come after the Approval of Minutes.

II. Approval of Minutes from the September 27, 2019 Regular Meeting. Approved without objection.

III. Financial Report. Presented by Lauren Nichols in the absence of Treasurer Rachel Gruzen and approved without objection. Lauren noted that we are 88% through this year and that no major expenses are foreseen.

IV. President's Report. President Dan Mongan had nothing to report.

V. Director's Report. Lauren Nichols showed samples of flooring for the Community Room. Dan Mongan moved, Brock Lownes seconded, and all were in favor of authorizing Lauren and our architectural subcommittee to choose the flooring and have it installed, and to be given a budget of up to \$10,000 with which to do this. Also the reconfiguration of the shelving on the lower level, at a cost of \$9,875, and the removal of the second-floor reference desk, at a cost of \$375, were approved without objection.

VI. Secretary's Report. Secretary Shari Thompson reported that she and Lynne Weinlandt were unable to attend the Montauk Library's Friends meeting last month, but are planning to attend next month's meeting. Shari will check the date and time. *[Note: It will be on Thursday, November 7th, at 1:00.]*

VII. Trustee Reports. None.

VIII. Committee Reports.

A. Friends. There was nothing to report.

B. Architecture. The architectural subcommittee had nothing to report.

IX. Old Business. Lauren Nichols reported that our annual appeal is at the printer and should arrive in mailboxes by the end of this month.

X. New Business.

A. 2020 Budget. The budget will need the approval of the board and will be on the agenda at our November meeting.

B. Benefit Policy. Lauren Nichols proposed that the language in our employees' handbook be changed to more clearly show how time off is calculated for our part-time staff. Dan Mongan moved, Shari Thompson seconded, and all were in favor.

XI. Approval of Regular Bills. Approved without objection.

XII. Approval of Personnel Report. There have been no changes in personnel. Approved without objection.

XIII. Correspondence. A delightful thank-you card was received from the Friday afternoon bridge group, which met all summer at our library and will continue to meet in the off-season.

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

XV. Adjournment. The meeting was adjourned at 9:20.

Our next Regular Monthly Meeting will be on Friday, November 22nd, at 9:00 a.m.