

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Approved Minutes of November 22, 2019

Present: Calandra Sheen (Vice President), Shari Thompson (Secretary), Meredith Cairns, Lynne Weinlandt, Lauren Nichols (Director). Vice President Calandra Sheen called the meeting to order at 9:33, following a discussion in which Lynne Weinlandt and Shari Thompson reported on the Friends of the Montauk Library meeting, on November 7th, that they sat in on. We are starting our own Friends group with 43 members, and it was agreed that we will hold off on incorporating, at least for now. Contributions from Friends that are made to our library will be tax-deductible and can be earmarked for specific purposes and/or projects.

I. Approval of Agenda. Shari Thompson moved, Meredith Cairns seconded, and all were in favor of approving the agenda, with the provision that there not be an Executive Session, slated to come after the Approval of Minutes,

II. Approval of Minutes from the October 25, 2019 Regular Meeting. Approved without objection.

III. Financial Report. In the absence of Treasurer Rachel Gruzen, our 2019 budget was approved without objection, and it was agreed that our proposed 2020 budget will be on the agenda for review at our December meeting.

IV. President's Report. None.

V. Director's Report.

Lauren Nichols reported that our annual appeal has, to date, brought in \$14,145 from 37 donors, double what we received last year. Our donor wall is being updated---it was last updated in 2013---and there followed a discussion of ways in which our major donors can best be thanked. Lauren noted that our Friday bridge group, many of whose members have become Friends, would like to have a party at the library.

Lauren reported also that the reconfiguration of the shelving on the lower level is scheduled for the second week of December and that the second-floor reference desk should be removed that week.

VI. Secretary's Report. None.

VII. Trustee Reports. None.

VIII. Committee Reports

A. Friends. See above.

B. Architecture. Meredith Cairns reported that the architectural subcommittee has chosen flooring for the Community Room---she showed us a sample, which was approved---and will have samples made of a paint color for the walls and cabinet. This is the first stage of work for

the lower level, and it is expected that the flooring can be installed and the painting done by the end of January.

IX. Old Business. None.

X. New Business.

A. 2020 budget . See Financial Report, above.

B. Renewal of Froschl Apple Bank CD. In response to our auditor's recommendation, the Froschl endowment is now in its own account, and a motion to move it into a two-year Apple Bank CD, with a yield of 2.25%, was approved without objection.

C. Suffolk Cooperative Library System. The 2020 budget for the SLCS, which coordinates our shared services with the 53 other libraries in Suffolk County, was approved without objection. Lauren Nichols will submit our ballot.

D. 2020 staff salaries, sick leave, and vacation time were reviewed. A motion to grant our director the same annual paid time off as full-time library staff was approved without objection. Also approved without objection was a motion allowing our director discretion in determining paid emergency medical leave for staff.

XI. Approval of Regular Bills. Approved without objection.

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

XIII. Correspondence. None.

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

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

Next Meeting Date: Friday, December 20th, at 9:00 a.m.