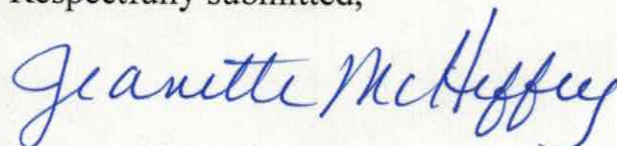


**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, JULY 17th, 2017**

- I. The meeting was called to order by President Virginia Tyson at 7pm. Also present were: Jacques LeBlanc, Jeanette McHeffey, Vera Trick, Marcie Litjens, and Bob Chesnut. Guests: Roger Smith, Tracy Hansen, Fred Seeba, and Derek Knatz.
- II. Agenda was approved on a motion made by V. Trick, seconded by J. LeBlanc.
- III. Minutes of the last meeting were approved on a motion made by J. McHeffey, seconded by J. LeBlanc.
- IV. Financial Report (postponed until next meeting).
- V. Reports
 - A. Director's Report: Fire alarms off last week – zone tripped alarm for unknown reason; dust and debris in system cleaned; zones in peaks of building need to be looked at. New lighting in hallway. 8 outlets switched to USB cords. Barbara Brown left 1% of her estate to the Library. Banners for Children's Room are complete. Lawyer's advice regarding the vacant trustee seat: No rush to appoint Board member; look for someone though, especially at election time. Three children's librarians being looked at.
 - B. Other Reports: Presentation by BBS Architects & Engineers.
 - C. Derek Knatz: HVAC installed; will check reset issue. Fleet: fittings are an issue; 3-inch fittings replaced, 2-inch fitting is from a different company. Close-out documents this week for payment.
- VI. Old Business
 - A. Legal counsel omission from re-organization meeting: Motion to add Joe McHeffey as legal counsel made by V. Trick, seconded by J. LeBlanc.
 - B. M&T Bank closing Center Moriches branch; motion to replace with Bridgehampton National Bank made by J. LeBlanc, seconded by J. McHeffey.
 - C. Policy Manual: motion to accept manual made by J. LeBlanc, seconded by V. Trick.
 - D. Art exhibit: motion to accept exhibit/display policy to be made at next meeting.
- VII. New Business
 - A. Motion to hire part-time library clerk Diane Herndon at \$15/hr made by V. Trick, seconded by J. McHeffey.
 - B. Motion to accept resignations of library clerk Elizabeth Horbal and security guard Edward Sullivan made by J. McHeffey, seconded by J. LeBlanc.
 - C. Motion to transfer \$150,000 from Money Market to Payroll Account made by J. McHeffey, seconded by J. LeBlanc.
 - D. Motion to hire BBS Architects & Engineers made by J. McHeffey, seconded by V. Trick.
- VIII. Date and time of next regular business meeting: Monday, August 21st, 2017 at 7pm.
- IX. There being no further business, tonight's meeting was adjourned at 8:30pm on a motion made by J. McHeffey, seconded by J. LeBlanc.

Respectfully submitted,



Jeanette McHeffey
Secretary