

BEEKMAN LIBRARY ASSOCIATION  
Board Meeting  
Monday, December 30, 2013  
Beekman Library

---

**Trustees Present:** Lynn Brickman , Mary Beth Ellman, Beth Ferguson, Ann Kummer, Ed Lieberthal, Kate Monroe, Julie Mirsberger

**Trustees Absent:** Tom Kraft, Bitsy Scigliano

**Staff Present:** Carol Rodriguez

Ann called the meeting to order at 7:05 pm. Ed made a motion to accept the minutes as written from the November 2013 board meeting. Mary Beth seconded and motion passed unanimously.

**Treasurer's Report:**

**Balance Sheet (cash in the bank):**

as of November 30, 2013

Total Assets: \$320,179.13

as of December 15, 2013 (preliminary)

Total Assets: \$310,289.57

**Income Statement:**

as of November , 2013 (YTD)

2013	–	\$406,122 Total Income
		\$360,435 Total Expenses
		\$ 45,687 Net Income
2012	–	\$404,634 Total Income
		\$344,236 Total Expenses
		\$60,398 Net Income

Overall: 2013 Actual vs. Budget: Income higher by \$15,948

2013 Actual vs. 2012 Actual: Income lower by (\$14,711)

**Finance Committee Report:**

Discussed the Library going to payroll every two weeks. Enhanced Quickbooks cost is approximately \$24 per month + \$2 per employee. Carol will need to sign off on timesheets and signers would review and approve after the checks are issued. Discussion on reallocation of credit union funds. Adjustments will be made so there will be fewer subaccounts.

**Action Item:**

Motion for library to go to payroll every two weeks via direct deposit and Director pre-approval of payroll. Moved by Mary Beth. Seconded by Kate. Passed unanimously.

**Director's Report:** See report in binder.

Additional information:

Installation of cameras. Further discussion in January after Ellen Back, Esq. reviews relationship between library and Town of Beekman.

Review of restrictions to be implemented on Union Vale residents.

**Fund Raising Committee Report:**

The committee proposed a bi-annual appeal to be included in the newsletter that currently goes out to Beekman residents. Separate mailing will go out to Union Vale residents.

The fund raising committee has a variety of other ideas that will be reviewed

**New Business:**

**Year End Income:** Discussion on how to use excess funds. Carol will present specific recommendation at next board meeting.

**Capital Campaign:** Discussion on formal capital campaign. PR campaign to alert public.

**Adjournment:**

Beth moved to adjourn. Julie seconded. Motion passed unanimously. Meeting adjourned at 8:10 pm.

Next regular Board meeting will take place on **Monday, January 27, 2013, at 7:00 pm.**

Respectfully submitted,  
Beth Ferguson