



**BEEKMAN LIBRARY ASSOCIATION**  
**Board Meeting**  
**Sunday, February 24, 2019**  
**Beekman Library Community Room**

**Trustees Present:** Linda Jacobs, Beth Ferguson, Bitsy Scigliano Kate Monroe, Karen Madden, Breda Huvane

**Trustees Absent:** Lynn Brickman

**Staff Present:** Carol Fortier

**Call to Order:** Bitsy Scigliano called the meeting to order at 3.15 pm.

**Approval of Minutes:**

Linda Jacobs made a motion to accept the minutes as written from the January 2019 board meeting Bitsy Scigliano seconded. Passed unanimously.

**Treasurer's Report: (on file)**

Balance Sheet (cash in the bank):

as of January 31, 2019

Total Assets: \$ 275,672

as of February 19, 2019 (preliminary)

Total Assets: \$ 254,563

**Income Statement:**

as of:

	<u>January 2019</u>		<u>January 2018</u>
	\$ 2,882	Total Income	\$ 4,779
	\$ 37,187	Total Expenses	\$ 35,713
	\$ (30,934)	Net Income	\$ (31,132)

Overall: 2019 Actual vs. 2019 Budget:

Under budget by \$143

2019 Actual vs. 2018 Actual:

Income higher by (\$3,370)

Investments unchanged.

The library has not yet received the funds from the Town of Beekman. Carol Fortier drafted a letter to be sent to the Town requesting funds due. Bitsy Scigliano approved the letter.

**Friends of Beekman Library Report**

- Thanks to the Friends for presentation of \$17840.00 check at the annual meeting.

**Director's Report:**

See report on file.

- Mark DeGiacomo from Kirshon will be completing fieldwork for audit on March 11/12.
- Notified the library will receive funding from Dutchess County for Y.E.S teen volunteer program.
- State Senator Peter Harckham's office will be holding mobile office hours in the community room on March 13, 11-2. The public is welcomed.
- NYS annual report was reviewed by Trustees; corrections suggested.

**Committee Reports**

*None*

**New Business**

- New No Smoking Law implementation
  - The Board reviewed the New York Public Health Law update prohibiting smoking within 100 feet of the entrances, exits or outdoor areas of any public or association library and recommends banning smoking on library premises.

## **Old Business**

- BOT Self-Evaluation
  - The board reviewed the responses to the self-evaluation survey that each board member answered.
- The Expansion Committee will convene to discuss proposed next steps for the library expansion.

## **Action Items**

### **NYS Annual Report**

**Bitsy Scigliano made a motion seconded by Linda Jacobs to submit the NYS Annual Report with adjustments.**

- In favor: 6 Opposed: 0
- Motion passed unanimously

### **Library Smoking Policy**

**Bitsy Scigliano made a motion seconded by Breda Huvane to prohibit smoking on library premises.**

- In favor: 6 Opposed: 0
- Motion passed unanimously

Carol Fortier will update the Library Policies reflecting the prohibition of smoking on library property.

### **Library Banning Policy**

**Kate Monroe made a motion to accept the recommended changes to the Patron Banning policy, seconded by Breda Huvane.**

- In favor: 6 Opposed: 0
- Motion passed unanimously

### **Meal Periods/Breaks**

**Linda Jacobs made a motion to accept the recommended changes to the Meal Period/Breaks, seconded by Beth Ferguson.**

- In favor: 6 Opposed: 0
- Motion passed unanimously

## **Public Comment**

None

Motion to adjourn made by Breda Huvane seconded by Linda Jacobs approved unanimously  
Meeting adjourned 4:35 pm.

## **Next Meeting: Monday, March 25, 7:00 pm.**

Respectfully submitted by Karen Madden, acting secretary