



BEEKMAN LIBRARY ASSOCIATION
Board Meeting
Monday, January 30, 2017
Beekman Library Community Room

Meeting was rescheduled from January 23 to January 30 due to inclement weather.

Trustees Present: Tom Kraft, Lynn Brickman, Beth Ferguson, Bitsy Scigliano, Kate Monroe, Julie Mirsberger, Louise DiPalermo

Trustees Absent: Breda Huvane,

Staff Present: Carol Fortier-Rodriguez

Call to Order: Tom Kraft called the meeting to order at 7:04 pm.

Monthly Expenditure Report: The board members reviewed the expense report for January 2017.

Approval of Minutes:

Bitsy Scigliano made a motion to accept the minutes as written from the November 2016 board meeting. Tom Kraft seconded. Passed unanimously.

Treasurer's Report: (on file)

Balance Sheet (cash in the bank):

as of December 31, 2016

as of January 18, 2017 (preliminary)

Total Assets: \$ 345,886

Total Assets: \$ 215,536

Income Statement:

as of:

December 2016

\$ 463,105 Total Income

\$452,690 Total Expenses

\$ 10,415 Net Income

December 2015

\$ 449,328 Total Income

\$ 417,509 Total Expenses

\$ 31,819 Net Income

Overall: 2016 Actual vs. 2016 Budget: Income higher by \$ 10,415

2016 Actual vs. 2015 Actual: Income lower by \$ 21,403

Main difference between 2015 and 2016 was in salaries.

CD renewed

Friends of Beekman Library Report by Rebecca Florance

Donated total \$13,300 to Library from fundraising throughout the year. Thank you!

Cookie sale earned over \$900

Planning Craft Fair for Sunday April 2, 2017

Director's Report:

See report on file.

- Mailbox installed; Official mailing address is 11 Town Center Blvd, Hopewell Jct. 12533
- Take Children to Library Day Feb. 4. Several authors to visit
- Reading glasses and universal chargers now available for in library use
- Expressed need for more shelf space and adjustments to staff schedules

Committee Reports

none

Old Business

Unionvale Contract Renewal

A meeting with the board presidents of the four libraries that contract with Unionvale took place in December. The consensus at that meeting and among our board is that we would continue to support that MHLS negotiate future contracts with the town of Unionvale.

Website Update

Carol Fortier shared updates to the library website.

New Business

Nominating Committee

Bitsy Scigliano confirmed nominations for slate of officers and trustees to be presented at annual meeting February 26.

2018 Funding Discussion

Discussed need for 414 processes to begin by March

RFPs for Annual Audit

Discussed renewal of contract with current auditor

Carol Fortier is requesting proposals from firms to complete the annual audit

Furnishing Request

Director Carol Fortier requested additional shelving to house materials. (see Director's Report on file)
Discussed proposal and plan. The board tabled vote until February and asked for a more detailed report on specific need, cost of materials, cost of labor.

Positions

Director Carol Fortier is considering changes to scheduling. (See Director's Report on file)

Discussed need for a new clerk to address requested changes in scheduling

Discussed additional Library Assistant position to work in youth services.

Board requested a more detailed report for February meeting to determine long and short-term budget for positions.

Action Items

Bitsy Scigliano made a motion seconded by Louise DiPalermo to approve payment of the monthly bills from January.

In Favor 7 Opposed 0

Motion passed unanimously

Public Comment

none

Motion to adjourn made by Bitsy Scigliano, seconded by Julie Mirsberger approved unanimously
Meeting adjourned 8:27 pm.

Next Meeting

Annual Meeting

Sunday, February 26, 2017

2:00 pm

Respectfully Submitted by Lynn Brickman