



BEEKMAN LIBRARY ASSOCIATION
Board Meeting
Monday, January 28, 2019
Beekman Library Community Room

Trustees Present: , Breda Huvane, Lynn Brickman, Karen Madden, Linda Jacobs, Kate Monroe, Beth Ferguson

Trustee Absent: Bitsy Scigliano

Trustee on Leave: Julie Mirsberger

Staff Present: Carol Fortier

Call to Order: Breda Huvane called the meeting to order at 7:07 pm.

Approval of Minutes:

Linda Jacobs made a motion to accept the minutes as written from the December 2018 board meeting. Karen Madden seconded. Passed unanimously.

Treasurer's Report: (on file)

Balance Sheet (cash in the bank):

as of December 31, 2018

Total Assets: \$ 310,742

as of January 15, 2018 (preliminary)

Total Assets: \$ 299,124

Income Statement:

as of:

	<u>December 2018</u>		<u>December 2017</u>
\$ 510,610	Total Income	\$ 468,226	Total Income
\$ 471,607	Total Expenses	\$ 467,344	Total Expenses
\$ 39,003	Net Income	\$ 882	Net Income

Overall: 2018 Actual vs. 2018 Budget: Income Higher by \$ 35,900
 2018 Actual vs. 2017 Actual: Income higher by \$ 17,322

Capital Fund Total Assets \$47,116

The year-end balance in net income is a result of the success of fundraising by the Friends of Beekman Library, several grants, and the percentage from the formula for the distribution of Unionvale funds

Friends of Beekman Library Report

- Wine and Cheese Winter Social was a success with over 40 people in attendance and several new members joining
- March Book Sale anticipated
- Craft Sale in April anticipated

Director's Report:

See report on file.

- UV Water system valve replaced. It is the 4th time the system failed in the warranty period. Service provider is working on a replacement box
- \$2500 grant received from NYS Bullet Aid from Senator Murphy was deposited in Capital Fund for reimbursement for the lighting project.
- \$200 was returned for the error in recommendation for the outdoor lighting
- Emergency Preparedness Training in partnership with the Town of Beekman has reached capacity Program is on Jan. 31
- On line renewal of library cards is now available

Committee Reports

Expansion Committee

No report

Finance Committee

No report

Personnel Committee

A joint meeting with the policy committee was held to discuss policy changes for Worker's Compensation and Family Leave Act and other personnel policies.

A second meeting was held to discuss wording for paid time off of part time employees and to discuss the annual director review. Committee recommends reviewing and refining the process for annual director reviews.

Policy Committee

Met jointly with the Personnel committee. Recommends passing policy additions as submitted regarding Worker's Compensation, Family Leave and other policies.

New Business

Board of Trustee Self-Evaluation

Discussed the need for the board to evaluate itself annually as recommended by MHLS. Using the form from MHLS, trustees will submit evaluation by Feb 14 to be discussed at a future meeting\

NYS Minimum Standards for Public Libraries

Carol Fortier shared the minimum standards and answered questions to be sure Beekman Library is meeting and exceeding the standards

Old Business

Discussion of NY Library Trustee Association

Discussed joining the NYLTA

Audit Proposals

Discussed proposals by firms

Action Items

Lynn Brickman made a motion seconded by Kate Monroe to accept the personnel policy updates as proposed.

In favor: 6

Opposed: 0

Motion passed unanimously

Lynn Brickman made a motion seconded by Kate Monroe to accept the proposal from Kirshon and Company for audit tax services.

In favor: 6

Opposed: 0

Motion passed unanimously

Breda Huvane made a motion seconded by Beth Ferguson to join the New York Library Trustees Association for a one year membership.

In favor: 6

Opposed:0

Motion passed unanimously

Beth Ferguson made a motion seconded by Breda Huvane to approve payment of the monthly bills from January 2019.

In favor: 6

Opposed:0

Motion passed unanimously

Public Comment

none

Motion to adjourn made by Karen Madden seconded by Breda Huvane approved unanimously
Meeting adjourned 9:02 pm.

Next Meeting: Sunday, February 24, 2019 following the 2:00 pm Annual Meeting

Respectfully submitted by Lynn Brickman