



BEEKMAN LIBRARY ASSOCIATION
Board Meeting
Monday, June 25, 2018
Beekman Library Community Room

Trustees Present: Bitsy Scigliano Breda Huvane Lynn Brickman, Kate Monroe, Karen Madden, Linda Jacobs

Trustee Absent: Beth Ferguson

Trustee on Leave: Julie Mirsberger

Staff Present: Carol Fortier

Call to Order: Bitsy Scigliano called the meeting to order at 7:03 pm.

Approval of Minutes:

Kate Monroe made a motion to accept the minutes as written from the May 2018 board meeting. Karen Madden seconded. Passed unanimously.

Treasurer's Report: (on file)

Balance Sheet (cash in the bank):

as of May 31, 2018

Total Assets: \$ 526,149

as of June 13, 2018 (preliminary)

Total Assets: \$ 512,654

Income Statement:

as of:

	<u>May 2018</u>	<u>May 2017</u>
\$ 460,774	Total Income	\$ 424,638 Total Income
\$ 206,508	Total Expenses	\$ 198,723 Total Expenses
\$ 254,266	Net Income	\$ 225,915 Net Income

Overall: 2018 Actual vs. 2018 Budget: Over budget by \$315
 2018 Actual vs. 2017 Actual: Income higher by \$28,351

Friends of Beekman Library Report

- Carol Fortier reported they raised over \$7000 so far this year and are ahead of last year
- Recognition ceremony was well attended and a beautiful tribute to long time volunteers

Director's Report:

See report on file.

- Prior to this meeting and after reviewing the proposal from NYSERDA, the president approved an additional \$350 for the audit and informed the board of the increase. NYSERDA energy audit took place June 19. Upon inspection, there could be significant energy savings by retrofitting lights, and better insulating the attic. Will offer suggestions for outdoor lights. Found building to be sound overall. NYSERDA will give an estimate on energy savings including cost of replacement of lighting, etc.
- Carol Fortier was able to get a free book drop from from the Brewster Library to use as a drive up book drop in the back of the library. Will need to pick it up. Karen Madden to investigate if possible to get it in her pick up truck.
- Summer programs underway including Shakespeare program
- Terri Sudol gave notice. Thank you Terri for your service to the library. Terri will aid in covering Saturdays through July.
- Thelma Claudio will be hired.

Committee Reports

Expansion Committee

Committee met to discuss rationale for expansion, mainly to add needed spaces to the library for various programs and to address patron needs, reviewed Rebekkah Aldrich's feedback from MHLS. Next step to develop needs assessment plan

New Business

FOBL/BOE Building Access

Discussed current policy which states staff or trustee must be in the building when events are held during off hours. Agreed to keep current policy. Carol Fortier will poll staff to determine interest in coverage during off hours. For primary election day, Director and Assistant Director adjusted hours to be present.

Dutchess County Legislator and Dutchess County Libraries

Currently Dutchess County does not give funding to libraries. Other counties in NYS do provide funding to libraries in their county. Directors Association developing committees to address funding issue and asks for trustee involvement in the future.

Old Business

Unionvale Contract Update

UV contract was discussed at UV Town Board meeting June 21. They plan to look at the library committee recommendations at July 5 workshop meeting and vote on MHLS contract at the July 19 meeting. MHLS sent informative email to UV residents regarding renewal of the contract and received several responses.

Executive Session

At 7:45 pm, a motion was made by Breda Huvane seconded by Kate Monroe to enter executive session to discuss a personnel issue relating to specific staff members. All in favor, none opposed.
At 8:00 pm, a motion was made by Breda Huvane seconded by Karen Madden to end the executive session. All in favor, none opposed.

Action Items

Breda Huvane made a motion seconded by Kate Monroe to adjust the salaries of two (2) library clerks from the current \$10.82 per hour to \$11.10 per hour and one library clerk from the current \$11.00 to \$11.10 per hour and to promote one current clerk to Principal Library Clerk (Bookkeeper) from 15 hours at \$10.82 to 15 hours at \$17.50 effective immediately.

In favor: 6

Opposed: 0

Motion passed unanimously

Breda Huvane made a motion seconded by Karen Madden to hire one new clerk at \$11.10 per hour to fill an open position.

In favor: 6

Opposed: 0

Motion passed unanimously

Linda Jacobs made a motion seconded by Karen Madden to approve the warrant for payment of the June monthly bills.

In favor: 6

Opposed: 0

Motion passed unanimously

Bitsy Scigliano made a motion seconded by Kate Monroe to approve the May 31, 2018 warrant for the payment of the May bills.

In favor: 5

Opposed: 0

Abstain: 1

Public Comment

Michelle Schneider attended the meeting and expressed interest in joining the board.

Dennis Spinney attended as a community member.

Motion to adjourn made by Bitsy Scigliano seconded by Kate Monroe approved unanimously
Meeting adjourned 8:28 pm.

Next Meeting: Monday, July 23, 7:00 pm.

Respectfully submitted by Lynn Brickman