



BEEKMAN LIBRARY ASSOCIATION
Board Meeting
Monday, May 22, 2017
Beekman Library Community Room

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Trustees Present: Bitsy Scigliano, Beth Ferguson, Lynn Brickman, Kate Monroe, Breda Huvane, Julie Mirsberger

Trustees Absent:, Tom Kraft, Louise DiPalermo

Staff Present: Carol Fortier-Rodriguez

Call to Order: Bitsy Scigliano called the meeting to order at 7:05 pm.

Approval of Minutes:

Kate Monroe made a motion to accept the minutes as written from the April 2017 board meeting. Bitsy Scigliano seconded. Passed unanimously.

Treasurer's Report: (on file)

Balance Sheet (cash in the bank):

as of April 30, 2017

Total Assets: \$ 544,157

as of May 13, 2017 (preliminary)

Total Assets: \$ 531,092

Income Statement:

as of:

	<u>April 2017</u>		<u>April 2016</u>	
	\$ 418,903	Total Income	\$ 417,126	Total Income
	<u>\$ 135,168</u>	Total Expenses	<u>\$ 142,320</u>	Total Expenses
	\$ 283,735	Net Income	\$ 274,806	Net Income

Overall: 2017 Actual vs. 2016 Budget: Under budget by \$14,127

2017 Actual vs. 2016 Actual: Income higher by \$ 8,929

CD renewed at the same rate.

Friends of Beekman Library Report

- May Book Sale raised close to \$1000 (preliminary)

Executive Session: At 7:12 pm, Beth Ferguson made a motion seconded by Breda Huvane to enter executive session to discuss personnel changes. All in favor.

At 7:25 pm, Kate Monroe made a motion seconded by Breda Huvane to exit Executive Session. All in favor.

Kate Monroe made a motion seconded by Breda Huvane to promote two Clerks to Senior Clerks increasing pay from \$10.74 to \$11.25 per hour and to promote one Senior Clerk to Principal Library Clerk/Head of Circulation increasing pay from \$12.06 to \$13.25 per hour effective immediately.

In favor: 6 Opposed: 0

Motion Passed unanimously

Director's Report:

See report on file.

- Field work completed for audit. Auditor questioned the need to do a yearly audit. Carol Fortier checked the mortgage requirements and verified that is no longer necessary. NYS Comptroller's office recommends one every three years. Discussed timing of full audit or reviews. More information is needed to make a decision.
- Carpet patch completed in front of new bookcases
- Early Literacy Grant for \$800 was received and is being used for imaginative play materials for the Children's Room
- Carol Fortier spoke to the town regarding mulch. Discussed ways to add mulch.

New Business

Personnel Update

Terri Sudol and Linda Sprance joined the staff and have completed training filling the open position. Welcome Terri and Linda.

By-Law amendment proposal: Discussed recommendation to change number of trustees in the by-laws from 11 to 9. Discussion to continue at June meeting.
Policy committee to meet to revise and update various policies.

Committee Reports

414 Committees: Publicity committee met and discussed schedule and how to advertise. Signatures needed by the end of August. Petition committee to meet on June 5 at 4:30.

Old Business

Library lawn sign quotes: It would cost \$2300 to replace current sign that fell due to rotting wood. Plastic sign would cost about \$800 but would not last as long as the wood. Discussed options and need for sign.

Action Items

Beth Ferguson made a motion seconded by Julie Mirsberger to approve payment of the monthly bills from May 2017.

In Favor 6 Opposed 0

Motion passed unanimously

Public Comment

Karen Madden attended meeting expressing possible interest in becoming a trustee.

Motion to adjourn made by Julie Mirsberger, seconded by Beth Ferguson approved unanimously
Meeting adjourned 8:12 pm.

Next Meeting: Monday, June 26, 2017 7:00 pm

Respectfully submitted by Lynn Brickman