



BEEKMAN LIBRARY ASSOCIATION
Board Meeting
Monday, November 27, 2017
Beekman Library Community Room

Trustees Present: Tom Kraft, Beth Ferguson, Lynn Brickman, Karen Madden, Breda Huvane

Trustees Absent: , Julie Mirsberger, Louise DiPalermo, Bitsy Scigliano, Kate Monroe

Staff Present: Carol Fortier

Call to Order: Tom Kraft called the meeting to order at 7:11 pm.

Approval of Minutes:

Breda Huvane made a motion to accept the minutes as written from the October 2017 board meeting. Beth Ferguson seconded. Passed unanimously.

Treasurer's Report: (on file)

Balance Sheet (cash in the bank):

as of October 30, 2017

Total Assets: \$ 335,062

as of November 16, 2017 (preliminary)

Total Assets: \$ 321,716

Income Statement:

as of:

October 2017

October 2016

\$ 459,128 Total Income

\$ 440,381 Total Income

\$ 387,513 Total Expenses

\$ 364,252 Total Expenses

\$ 71,615 Net Income

\$ 76,129 Net Income

Overall: 2017 Actual vs. 2017 Budget:

Under budget by \$6,968

2017 Actual vs. 2016 Actual:

Income lower by \$4,514

Investments unchanged.

Friends of Beekman Library Report

- Cookie Sale December 16
- October Book Sale earned about \$1000
- Book sales to return in the spring

Director's Report:

See report on file.

- Tax Cap form was filed
- New local history cabinet and video system were installed in Community Room
- Thank you to Open Systems Metro of Bedford for installing the video system and cabinet pro bono
- Applied for two grants, one from Dutchess County Youth Services and one from Arts Mid-Hudson

Committee Reports

Policy Committee New Policies and updates

Discussed and amended proposed policies regarding Outside Employment, Nepotism, Travel and Conference, Employee Computer and Internet Use, Inventory and Fixed Assets, Disposition of Surplus Property, and Beekman Library Computer Use Policy

Fundraising Committee

Annual appeal is being printed and should be mailed Dec 1 to Dec. 8

New Business

none

Old Business

Theft Coverage Quotes

Carol Fortier shared the quotes from the insurance company regarding theft coverage. Discussed increasing coverage from current \$25,000 and the costs associated with different levels of coverage. Carol Fortier will further investigate data from other libraries to determine appropriate coverage.

Action Items

Tom Kraft made a motion seconded by Beth Ferguson to accept the new policies as written and reviewed with the suggested revisions from this board meeting.

In favor: 5 Opposed: 0

Motion passed unanimously

Beth Ferguson made a motion seconded by Tom Kraft to approve the budget for 2018 as presented.

In favor: 5 Opposed: 0

Motion passed unanimously

Tom Kraft made a motion seconded by Lynn Brickman to approve payment of the monthly bills from November 2017.

In favor: 5 Opposed: 0

Motion passed unanimously

Public Comment

None

Motion to adjourn made by seconded by Lynn Brickman seconded by Karen Madden approved unanimously

Meeting adjourned 9:06 pm.

Next Meeting: Monday, December 18, 2017 7:00 pm

Respectfully submitted by Lynn Brickman