



**BEEKMAN LIBRARY ASSOCIATION**  
**Board Meeting**  
**Monday, October 23, 2017**  
**Beekman Library Community Room**

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

**Trustees Absent:** , Julie Mirsberger, Louise DiPalermo, Bitsy Scigliano,

**Staff Present:** Carol Fortier

**Call to Order:** Tom Kraft called the meeting to order at 7:03 pm.

**Approval of Minutes:**

Beth Ferguson made a motion to accept the minutes as written from the September 2017 board meeting. Tom Kraft seconded. Passed unanimously.

**Treasurer's Report:** (on file)

Balance Sheet (cash in the bank):

as of September 30, 2017

as of October 12, 2017 (preliminary)

Total Assets: \$ 364,766

Total Assets: \$ 361,743

Income Statement:

as of:

**September 2017**

\$ 445,967	Total Income
<u>\$ 351,888</u>	<u>Total Expenses</u>
\$ 94,079	Net Income

**September 2016**

\$ 431,719	Total Income
<u>\$ 333,340</u>	<u>Total Expenses</u>
\$ 98,379	Net Income

Overall: 2017 Actual vs. 2017 Budget: Over budget by \$4728

2017 Actual vs. 2016 Actual: Income lower by \$4,300

Discussed mortgage refinancing options and possibilities. Further discussion and investigation needed during next Finance Committee meeting.

**Friends of Beekman Library Report**

- Vendor Fair Oct. 15 successful. Vendor feedback very positive
- Vendor Fair raffle raised approximately \$368
- Final book sale of season Oct 28 Book marks available encouraging people to vote
- Giants tickets raffle for Dec. 31 game on sale
- Donation of banner by Mr. & Mrs. McDonald with voting information
- Compliments to FOBL from the Town Board at board meeting for well deserved recognition, received proclamation for work noting since their inception in 2000, their fundraising efforts saved taxpayers over \$300,000

**Director's Report:**

See report on file.

- Thank you to the Fire Company for Big Truck Day, Fire Prevention Week activities and conducting the fire drill
- New computer desks in use
- Remote printing now available
- >1000 likes on Facebook
- Welcome to new library clerk, Roslyn Goldfarb

**Committee Reports**

*414 Committees:* Final stages, legal notices submitted to Poughkeepsie Journal, postcards will be mailed to get out the vote, road signs distributed

## **New Business**

### *Protocol for motions*

Reviewed and discussed Roberts Rules on making motions

### *Dutchess County Charges*

Discussed Dutchess County chargeback for services notice

## **Old Business**

### *Video Presentation Equipment*

Tom Kraft investigating quote in the upcoming week

*Discussion Items:* Carol Fortier shared information requested by board at previous meetings

*Audit vs Review:* Discussed yearly audit vs yearly review, recommended to commit to one or other yearly and not to switch, consensus reached to complete annual audits and to verify that is stated in the current library policy by the policy committee with any changes to be voted upon at future meeting

*Bonding vs policy coverage and dollar amount of coverage:* Currently have \$25,000 blanket employee, financial employee and trustee coverage, discussed if further coverage is needed or if this is sufficient, Carol Fortier is investigating more information on rates,

*Background checks:* Discussed other library responses to listserv query, what would be checked and if they are appropriate or necessary, tabled at this time

## **Action Items**

**Beth Ferguson made a motion seconded by Breda Huvane to approve payment of the monthly bills from October 2017.**

**In favor: 6    Opposed:0**

**Motion passed unanimously**

## **Public Comment**

None

Motion to adjourn made by Karen Madden seconded by Beth Ferguson approved unanimously  
Meeting adjourned 8:44 pm.

**Next Meeting: Monday, November 27, 2017 7:00 pm**

Respectfully submitted by Lynn Brickman