



BEEKMAN LIBRARY ASSOCIATION
Board Meeting
Monday, September 24, 2018
Beekman Library Community Room

Trustees Present: Bitsy Scigliano, Breda Huvane, Lynn Brickman, Karen Madden, Linda Jacobs, Beth Ferguson

Trustee Absent: Kate Monroe

Trustee on Leave: Julie Mirsberger

Staff Present: Carol Fortier

Call to Order: Bitsy Scigliano called the meeting to order at 7:00 pm.

Approval of Minutes:

Beth Ferguson made a motion to accept the minutes as written from the July 2018 board meeting. Bitsy Scigliano seconded. Passed unanimously. (August 2018 meeting canceled due to lack of quorum)

Treasurer's Report: (on file)

Balance Sheet (cash in the bank):

as of June 30, 2018

Total Assets: \$ 436,545

as of July 17, 2018 (preliminary)

Total Assets: \$ 420,257

Income Statement:

as of:

	<u>August 2018</u>		<u>August 2017</u>
	\$ 474,014	Total Income	\$ 437,988
	\$ 309,164	Total Expenses	\$ 315,833
	\$ 164,850	Net Income	\$ 122,155

Overall: 2018 Actual vs. 2018 Budget: Over budget by \$ 18,070
2018 Actual vs. 2017 Actual: Income higher by \$ 42,695

Friends of Beekman Library Report

- Rebecca Florance reported they added the book sales to Bookfinder.com
- September book sale had steady stream of people and earned about \$1400
- Info for FOBL is on Facebook, Snapchat, Twitter
- Vender Fair in November is full
- Lollipops will be on sale for the upcoming holidays

Director's Report:

See report on file.

- Approved for \$4100 NYS Construction grant for lighting which was about half that requested
- Annual site visit for the Y.E.S. grant took place 9/14. No recommendations for improvement were necessary
- Senator Murphy's visit was canceled
- Building had no water due to a leak from the water softener hose. Repairs completed
- Kathy Reilly and Carol Fortier met with Jeanne Scigliano from Beekman Rec to discuss collaboration for programming

Committee Reports

Expansion Committee

No report

Finance Committee

Discussed budget draft to present to board

Personnel Committee

Proposed change in position of assistant director

Policy Committee

Presented changes to continuing education for trustee policy and art display policy

New Business

NYSERDA Audit Report Review

Reviewed and discussed NYSERDA audit and plans to change lighting to save energy and reduce costs. Discussed recommendations in report to change lighting fixtures inside and outside the building. Using the grants, the library cost would be approximately \$4960. Discussed insulation in attic and other energy saving measures suggested in the audit.

Construction Grant

Discussed accepting the NYS Construction grant of \$4136.

Executive Session

Breda Huvane made a motion seconded by Beth Ferguson to enter Executive Session at 7:31 to discuss personnel matter. All in favor.

Lynn Brickman made a motion seconded by Breda Huvane at 8:32 to conclude Executive Session. All in favor.

Old Business

Ban of a Patron

Discussed incident reports regarding a patron. Discussed banning options.

Action Items

Beth Ferguson made a motion seconded by Karen Madden to approve the August 2018 warrant for the payment of the bills.

In favor: 6

Opposed: 0

Motion passed unanimously

Beth Ferguson made a motion seconded by Lynn Brickman to make the current assistant library director a full time position at an annual salary of \$50,000 plus \$5000 for health care benefits effective December 24, 2018.

In favor: 6

Opposed: 0

Motion passed unanimously

Bitsy Scigliano made a motion seconded by Breda Huvane to accept the Displays and Exhibits policy as amended and Trustee Continuing Education policy as presented.

In favor: 6

Opposed: 0

Motion passed unanimously

Linda Jacobs made a motion seconded by Bitsy Scigliano to accept the NYS Construction grant of \$4136.

In favor: 6

Opposed: 0

Motion passed unanimously

Bitsy Scigliano made a motion seconded by Karen Madden to authorize Executive Director to contact NYSEG to schedule the installation of energy efficient lighting as stated in the proposal with the addition of installation of energy efficient outdoor lighting as described in NYSERDA audit for the approximate cost of \$1200.

In favor: 6

Opposed: 0

Motion passed unanimously

Breda Huvane made a motion seconded by Beth Ferguson to ban Richard Fleming Maher of Dover Plains from the Beekman Library for a period of six (6) months, the longest period permitted by

library policy, based upon his public, disturbing behavior as per the Executive Director and incident reports on file.

In favor: 6

Opposed:0

Motion passed unanimously

Public Comment

none

Motion to adjourn made by Beth Ferguson seconded by Bitsy Scigliano approved unanimously
Meeting adjourned 9:55 pm.

Next Meeting: Monday, October 22, 2018 7:00 pm.

Respectfully submitted by Lynn Brickman