

**EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING
SEPTEMBER 18, 2018**

Adopted: October 16, 2018

In attendance: Michael Poost – President
Kevin McCann – Vice President
Bob West – Treasurer
Jim Lansing – Secretary
Jill Dugas Hughes – Library Director
Elizabeth Giugno
Shay Harrison
Mandy McCord
Liz Reyner – Friends of the East Greenbush Library
Holly Kennedy – Town of East Greenbush
Tom Grant – Rensselaer County

Meeting called to order @ 7:35 pm.

PUBLIC COMMENT: None.

MOTION: Mr. McCann made a motion to accept the minutes of the July 17, 2018 meeting as presented. 2nd Mr. Lansing. All in favor. None opposed. The motion carried.

BUDGET RESULTS: 291 votes were cast, 100 more than in 2017. The Budget passed 243-50.

MOTION: Mr. McCann made a motion to accept the Off-Warrant dated August 15, 2018 in the amount of \$136,166.44 as presented. 2nd Mr. Harrison. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to accept the Warrant dated August 15, 2018 in the amount of \$26,2412.89 as presented. 2nd Mr. Lansing. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to accept the August Balance Sheet and P & L as presented. 2nd Mr. Harrison. All in favor. None opposed. The motion carried.

MOTION: Ms. McCord made a motion to accept the Off-Warrant dated September 12, 2018 in the amount of \$96,580.58. 2nd Mr. McCann. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to authorize the signing of the Warrant dated September 12, 2018 in the amount of \$15,101.20. 2nd Mr. Harrison. All in favor. None opposed. The motion carried.

MOTION: With 69% of the year completed, Mr. McCann made a motion to accept the September Balance Sheet and P&L as presented. 2nd Mr. Lansing. All in favor. None opposed. The motion carried.

RESOLUTION TAX LEVY: Postponed until the October Board meeting.

ADMINISTRATION COMMITTEE:

Congratulations to Mr. Poost and Ms. Dugas Hughes for securing the grant of \$47,000.00 for the heat pump, which was 80% of the amount requested.

General liability insurance package has been renewed with an increase of 5% which is within the budgeted amount.

Staff Scheduling Contract software program has been adopted at a cost of \$2,172.00/year.
Green space - to be discussed under New Business.

SERVICE COMMITTEE:

MOTION: Ms. Giugno made a motion to approve the Meeting Room Policy as presented, effective date January 1, 2019. 2nd Ms. McCord. 6 in favor. 1 abstention. The motion passed.

MOTION: Mr. Lansing made a motion to accept the 1st Reading of the Teen Space & Internet/Technology Use Policy. 2nd Ms. Giugno. All in favor. None opposed. The motion carried. The Service Committee has requested feedback to the committee on both policies by October 2.

DIRECTOR'S REPORT:

July and August saw a 2% increase in library visits over 2017.
Upper Hudson Library Expedition.

FRIENDS OF THE EAST GREENBUSH COMMUNITY LIBRARY

The Friends will pay for 3 staff members to attend the NYLA meeting.
The adult book sale will take place October 25-28, 2018.

TOWN OF EAST GREENBUSH:

Rental rates have been approved for the Town Park and Hampton Manor.
Ribbon cutting for the new pavilion at the Town park will take place on October 11, 2018.
An Open House will be held on October 13, 2018 at the Town park with music, food & vendors.
The town comprehensive plan is being updated.

RENSSELAER COUNTY: No report.

Lynn Oudekerk has been elected to the Board of Directors.

OLD BUSINESS:

MOTION: Ms. McCord made a motion to approve the submission of the NYS Construction Heat Pump Phase 2 Energy Efficient Grant request in the amount of \$59,268.00. 2nd Mr. Lansing. All in favor. None opposed. The motion carried.

Hurr Fund/Education Foundation Recognition Project was discussed. The board recommended moving forward with the project, pending approval from the Education Foundation.

NEW BUSINESS:

Green Space: Mr. Harrison will explore the options. The Board approved.

Meeting Adjourned 9:50 pm.

Respectfully Submitted,
Eileen Riley, Recording Secretary