

EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING Adopted, April 19, 2016
MARCH 15, 2016

In attendance: Michael Poost – President
Mandy McCord – Vice President
Kevin McCann – Treasurer
Jim Lansing - Secretary
Jill Dugas Hughes – Library Director
Jennifer O’Brien
Elizabeth Giugno
Lisa Fox
Tom Grant – East Greenbush Town Board
Lynne Oudekirk - Friends of the Library
Eileen Riley – Recording Secretary

Meeting called to order at 7:35.

PUBLIC COMMENT: None.

LIASON REPORTS:

- Ms. Oudekerk introduced herself.
- the Book Sale will take place April 21-24;
- a new membership flyer will be available within the month.
- Mr. Grant expressed:
 - an interest in the Town using the same strategic planning process the Library is using;
 - satisfaction with the budget process.

MOTION: Mr. McCann made a motion to accept the minutes of the February meeting as corrected to remove Eileen Riley as excused. 2nd Ms. O’Brien. All in favor. None opposed. The motion carried.

SERVICE COMMITTEE: The following issues were discussed:

- new movie screens;
- survey results are being collated;
- researching TWC regarding the addition of fiber optics for the internet connection.

ADMINISTRATION COMMITTEE: The following issues were discussed:

- annual report;
- insurance issues.

TASK FORCE: North Greenbush contacted Mr. Poost to evaluate a house under consideration for a new location for the Library. Mr. Poost advised the representative that the house was smaller than the current Library and advised a study was needed to determine appropriate use for a future space, adequate parking, etc.

TREASURERS REPORT:

MOTION: Ms. O'Brien made a motion to authorize the signing of the Warrant in the amount of \$23,619.35. 2ND Ms. Fox. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

MOTION: With 19% of the year complete, Ms. O'Brien made a motion to accept the P & L and Balance Sheet as presented. 2nd Mr. Lansing. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

The Gift and Grant report was presented and will be included with the financial statements each month.

MOTION: Ms. Fox made a motion to accept the Off-Warrant in the amount of \$78,077.03. 2nd Ms. O'Brien. All in favor. None opposed. The motion carried.

DIRECTOR'S REPORT:

- 4 staff members and 1 Board member attended Advocacy Day at the State Capitol;
- Membership in the NYS Library Trustee Association in the amount of \$225.00/year is due;
- NYSLRS is now working on actual figures rather than estimates;
- the Strategic Planning Committee met on March 8 with 14 participants; Mr. Grant expressed his observation that there was no mention of the budget indicating to him the confidence the community has in the Board of Trustees and their handling of the Library funds;
- a request to Friends for an audio-visual upgrade for the Multi-Purpose Room adding an option for an electronic projection screen

OLD BUSINESS: A 2015 audit by Marie Stark of Stark and Basilar will cost \$9,975.00, an increase of \$15.00.

MOTION: Mr. McCann made a motion authorizing the Director to initiate the audit in May 2016. 2nd Ms. O'Brien. All in favor. None opposed. The motion carried.

NEW BUSINESS:

MOTION: Ms. Fox made a motion to approve the 2015 Annual Report and to file it with the NYS Education Department. 2nd Ms. O'Brien. All questions were answered to the satisfaction of the Board. All in favor. None opposed.

MOTION: Mr. McCann made a motion to approve the appointment of Catherine Snow. 2nd Ms. O'Brien. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to adjourn at 9:25. 2nd Ms. Fox. All in favor. None opposed. The motion carried.

Respectfully Submitted,
Eileen Riley
Recording Secretary