



East Greenbush
COMMUNITY LIBRARY

518-477-7476

www.eastgreenbushlibrary.org

EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING

APPROVED 6/18/18

May 15, 2018

In attendance: Michael Poost – President
Kevin McCann – Vice President
Bob West – Treasurer
Jim Lansing – Secretary
Jill Dugas-Hughes – Library Director
Holly Kennedy – Town of East Greenbush
Elizabeth Giugno
Mandy McCord
Shay Harrison
Eileen Riley – Recording Secretary

Meeting called to order @ 7:45.

PUBLIC COMMENT: None.

MINUTES:

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

TREASURER'S REPORT:

MOTION: Mr. McCann made a motion to accept the Off-Warrant dated May 9, 2018 in the amount of \$95,889.30. 2nd Ms. Giugno. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

MOTION: Mr. Harrison made a motion to authorize the signing of the Warrant dated May 5, 2018 in the amount of \$23,689.08. 2nd Mr. Lansing. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

MOTION: With 30% of the year completed, Mr. McCann made a motion to accept the Balance Sheet and Profit & Loss as presented. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

SERVICE & ADMINISTRATION COMMITTEES: No meeting.

TOWN OF EAST GREENBUSH:

Park structure on schedule for summer camp.
Summer camp staff filled.
Bids are being solicited for the zoning law and environmental impact statement.
Several streets will be paved this summer.
Several development projects are in the planning for the next 3-5 years.



UHLS:

There is a new grant process and more money available this year. The criteria for construction projects is being revised.

East Greenbush is asking for 50% of the heat pump project.

RENSSELAER COUNTY: No report.

FRIENDS OF THE EAST GREENBUSH LIBRARY: No report.

PERSONNEL:

MOTION: Mr. McCann made a motion to accept the Personnel Memo as presented. 2nd Mr. Lansing. All in favor. None opposed. The motion carried.

DIRECTOR'S REPORT:

A new calendar has been designed for the website that is more visually appealing.

Migration to the new system is almost complete.

April attendance was up; 97 new cardholders were added.

There was a great response from the "Library Love Note" project.

The magazine collection is down.

The heat pump project is almost complete.

The Staff Development Day was very successful and generated 3 priorities:

Patrons 1st

Policy vs. Procedure

Too much, Too little regarding organization, training, etc.

OLD BUSINESS: The heat pump project is ready for completion.

NEW BUSINESS:

The draft 2019 budget was discussed by the Board.

Question whether or not to ask Friends for help with operation assistance beyond what they do now. It was agreed to follow what was done last year.

MOTION: Mr. Lansing made a motion to adjourn @ 9:15. 2nd Mr. West. All in favor. None opposed. The motion carried.

Respectfully submitted,

Eileen Riley, Recording Secretary