

Dennis P. McHugh Piermont Library District

June 8, 2022 Board Meeting Minutes, 7PM

(In person at the Library and via video)

Present: Judy Epstein, Len Hunt, Vicki Panetis, Kelly Ruby, Shauna Seung, Ed Stanford, Cara Stephanian

Present via Zoom: Mitch Eiss **Absent:** Danial Clark

A quorum was present

I. CALL TO ORDER The meeting was called to order by Cara Stephanian at 7:37 PM.

II. APPROVAL OF THE MINUTES

Motion to approve the minutes of the May 11, 2022 meeting was made by Len Hunt. Seconded by Judy Epstein. Motion was carried unanimously.

III. PERIOD FOR PUBLIC DISCUSSION

There was no public discussion.

IV. LIBRARY DIRECTOR'S REPORT

We had a successful Author's event as well as a successful Artist's Reception this month. These were two in-person events and were the first we've done since covid. It was good to see them well-attended. We have a new artist in the gallery.

The IT contracts will be voted on this month by the RCLS board. They have tweaked the contracts again into what is, theoretically, the final draft. We have been promised accurate numbers by no later than July 30. I will present to the Board once we have the final pieces of information. The Tech Committee will get a preview of what's coming.

For the DLD grant, I am looking to focus on two projects this year: security cameras and the room partition. I have reached out to Bullet Security to put together a proposal. We have options on the partition We could install a curtain track, or we can get thick curtains (we may need something custom) that can then be completely removed if ever needed, while leaving the curtain track in place. If we went this route, the track can be part of the grant but the Curtains themselves may not be, but it will be significantly cheaper and more visually appealing.

Romeo Electric resolved the issue with the outdoor bulbs. However, they have work to do with repairing the circuitry and bollards. One bollard had a small internal fire and is no longer safe to turn on. Romeo said they all need to be replaced for safety. They will be sending me a quote.

Our backflow system, based on an inspection, needs repair. Hudson Valley Fire, Inc. has given us a quote of \$975 to do the repair

The complete Director’s report is on file in the library.

V. TREASURER’S REPORT

Treasurer’s Report - May 2022			June 8, 2022 Board Meeting
			Fiscal Year 2021-2022 Approved Budget \$388,050
Operating Account +	Capital Fund Account =	Total Funds (as of 5/31)	
\$49,180.19	\$384,266.19	\$433,446.38	
May Revenue	Revenue YTD July '21-May '22	Revenue YTD July '20-May'21	Current % of budgeted revenue goal
\$3,365.87	\$388,959.17	\$380,098.55	100% (\$909.17 surplus)

Treasurer's Report - May 2022			June 8, 2022 Board Meeting
May Expenses	Expenses YTD July '21-May '22	Expenses YTD July '20-May '21	Current % of budgeted expenses
\$27,427.71	\$397,856.22	\$333,613.41	102.5%*
Upcoming Fundraising Revenue expected:			
Book Sale March 12-19	\$800	Farmer's Market	\$400/month extended through Summer
Arts and Crafts Fair April 30	\$546		

Additional Notes:

*As previously reported, YTD Expenses also include \$34,133 of non-budgeted, unforeseen items (architect fees, oral history project expenses, front brick replacement and security battery). Expenses minus these items equal \$363,723.22 which is 93% of budgeted expenses.
 - As previously reported, additional expenses incurred due to hiring of 2 additional staff members approved in Q1.

Approval of the Claim Sheet:

Motion to approve the claim sheet was made by Len Hunt. Seconded by Vicki Panetis. The motion carried unanimously.

The claim sheet is on file in the library.

VI. DISCUSSION ITEMS

- A. There was discussion of the board retreat, with general agreement that the session was useful.
- B. There was discussion of viewing the library as an “anchor institution” in the community, with the suggestion that the library should be seen more as a cultural center than a community center.

VII. COMMITTEE REPORTS

- A. Special events talking about several events— a band event outside October 2. We may try to turn it into a fund raiser, with a possible silent auction. We will have a book sale in September.
- B. Building and Grounds: There was discussion of moving and repurposing the large computer station which has been in the middle of the Hudson room.
- C. The B&G committee is also putting together the list of work for the construction grant. Grants submitted by September are awarded in the spring. The money comes in the fall, and we would then have four years to complete the spend.

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

- A. Request for Reconsideration of Material: The revised challenge form was reviewed. Judy Epstein moved that the revised challenge form be approved as library policy. Seconded by Len Hunt. The motion was approved unanimously.
- B. Changes have been made to the Personnel Manual to be in compliance with NY State Law and Civil Service regulations. Len Hunt moved that the board accept the changes to the Personnel Manual. Seconded by Kelly Ruby. The motion was unanimously approved.
- C. The Personnel Committee met with respect to raises for the staff to be more competitive with peer libraries. The Committee proposes an increase effective July 1. Mitch Eiss made a motion to approve the raises as proposed by the committee. Judy Epstein seconded. The motion was unanimously approved.

X. ADJOURNMENT

Motion to adjourn was made by Judy Epstein. Seconded by Len Hunt. The motion was passed unanimously. The meeting was adjourned at 8:54.