

# **Dennis P. McHugh Piermont Library District**

## **Board Meeting Minutes**

**Wednesday, November 9, 2022, 7:00 PM**

**(In person at the Library and via zoom video)**

**Present:** Danial Clark, Judy Epstein, Vicki Panetis, Kelly Ruby, Shauna Seung, Anne O'Brien

Also present: Kristine Palacios, Director; Tina Roeder, guest

**Absent:** Mitch Eiss, Len Hunt, Ed Stanford

A quorum was present in person.

### **I. Call to order**

The meeting was called to order by Judy Epstein at 7:05.

### **II. Approval of the minutes** for the October 12, 2022 meeting

Motion was made by Kelly Ruby. Seconded by Vicki Panetis. The motion passed unanimously.

### **III. Public Expression**

There was no public discussion.

### **IV. LIBRARY DIRECTOR'S REPORT**

As noted in the treasurer's report, the library has received the School District Funds as well as a check from the Spitzer Trust.

Gayle Fitzpatrick will be leaving us to pursue another position. She has offered to stay on for some of her evening shifts until we can hire

someone new. Currently, the position is advertised for \$14/hr, but we have had no responses.

We are planning to close the library at 5:30pm during the week between Christmas and New Year's if we are unable to hire a new staff person by mid-December. We still have coverage to open during the day. This should have fairly low impact, as that week is always very quiet at the library.

Our front deck and ramp continue to deteriorate. Paul continues to replace planks where he can, but that is only a bandaid on a fairly important problem. The entire deck has become a safety hazard and it is time to consider replacement options. We should begin the process of having contractors assess the work and give us a plan for replacement.

We received this year's snow removal contract from Meredith. They have raised their rates by two hundred dollars per service, but it is still a very good rate. The total will be \$4,300 for the snow season.

Our Holiday Silent Auction is going on now. Information is available on our website. Gift of Art will begin December 4th with a reception from 2-4pm. Sales on the first day will be in-person only. After the reception sales will also be accepted via email.

## V. TREASURER'S REPORT

Treasurer's Report - October 2022			Nov 9, 2022 Board Meeting
			<b>Fiscal Year 2022-2023 Approved Budget \$407,800</b>
<b>Operating Account +</b>	<b>Capital Fund Account =</b>	<b>Total Checking Funds (as of 10/31)</b>	<b>Investment Account (T-Bills)</b>
\$282,848.63	\$176,536.36	\$459,384.99	\$150,134.64
<b>Oct Revenue</b>	<b>Revenue YTD July '22-Oct '22</b>	<b>Revenue YTD July '21-Oct '21</b>	<b>Current % of budgeted revenue goal</b>
\$104,387.44	\$399,195.00	\$371,683.89	97.9%
<b>Oct Expenses</b>	<b>Expenses YTD July '22-Oct '22</b>	<b>Expenses YTD July '21-Oct '21</b>	<b>Current % of budgeted expenses</b>
\$42,784.59	\$134,954.18	\$165,240.69	33.1%
<b>Upcoming/Completed Fundraising Revenue expected:</b>			
Spring Concert	\$300	Farmer's Market	\$400/month
Silent Auction	\$300	Book Sale	\$1000
Gift of Art	\$1500		

**Additional Notes:**

- \* Piermont Village Tax Levy - July 2022 \$290,000
- \* Library System Grant LARC/LLSA - Aug 2022 \$1,291
- \* School District Funds - Oct 2022 \$89,935.88
- \* Spitzer Donation - Oct 2022 \$10,000
- \* Check payment to Romeo Electric from Capital Acct - Oct 2022 \$8,450.00
- \* Transfer from Capital Acct to investment in 6-mo and 12-mo T-Bills - Oct 2022 \$150,134.64

Approval of the Claim Sheet: Motion made by Kelly Ruby. Seconded by Danial Clark. The motion passed unanimously.

## **VI. DISCUSSION ITEMS**

### **A. Board Retreat**

The discussion was postponed to the next meeting.

## **VIII. COMMITTEE REPORTS**

### **A. Special Events**

### **B. Budget & Finance**

### **C. Building and Grounds**

### **D. Election**

## **IX. OLD BUSINESS**

**A. Motion to amend the 2022/23 budget as recommended by the Budget & Finance Committee. Motion was made by Vicki Panetis and seconded by Danial Clark. The motion passed unanimously**

## **X. NEW BUSINESS**

**A. Motion to accept the 2023/24 Piermont Library budget as presented by the budget & finance committee.**

**Motion by Shauna Seung and seconded by Kelly Ruby. The motion was passed unanimously.**

**B. Motion to agree to pay for any upfront costs that may be outlaid for the roof replacement project prior to grant checks arriving from the DASNY Capital Grant through the Senate, as well as any costs that are above and beyond the awarded grant amount.**

**Motion made by Kelly Ruby; seconded by Shauna Seung. The motion passed unanimously.**

C. Motion to accept the RCLS budget.

Motion was made by Vicki Panetis and seconded by Judy Epstein. The motion was passed by a 3-2 vote.

D. Motion to accept the Meredith Snow Contract for the 2022/23 season.

Motion was made by Judy Epstein and seconded by Anne O'Brien. The motion passed unanimously.

## **XI. ADJOURNMENT**

Motion to adjourn made by Ann O'Brien. Seconded by Shauna Seung. The motion passed unanimously. The meeting adjourned at 8:07 PM.