

Dennis P. McHugh Piermont Library
Board Meeting Minutes
Wednesday, July 12, 2023, 7:00 PM
(In person at the library and via zoom)

Present: Mitch Eiss, Len Hunt, Anne O'Brien, Vicki Panetis, Tina Roeder, Kelly Ruby, Ed Stanford, Sara Tucker, Shauna Wennerod

Absent: none

Also present: Kristine Palacios, Director

A quorum was present in person.

I. Call to order

The meeting was called to order by Mitch Eiss at 7:04 pm.

II. APPROVAL OF THE MINUTES for the June 14, 2023 meeting.

Motion was made by Sara Tucker. Seconded by Len Hunt.
The motion passed unanimously.

III. PUBLIC EXPRESSION

There was no public discussion.

IV. LIBRARY DIRECTOR'S REPORT

We have an outdoor cello concert on July 18th.

Summer Reading is underway. The sign up has been slower this year, but we expect it to pick up a bit as summer goes on. Adult participation is booming, as always.

We have begun signing up folks for our September bus trip. So far, we have had steady interest and six signups.

The check from the Village for our annual tax levy collection has arrived and been deposited.

Michaela Duggan’s last day of work at the library is August 16th. She will be leaving for college a few weeks later. The staff will be having a small farewell party for her on August 9th.

We will be hiring John Ballard for an August 1st start to replace Michaela.

Our new hire, Dylan Clarke, is working out excellently. He will be a good fit and a competent staff member.

We will begin advertising shortly for the temporary employee who will be an extra body while I am on leave. During that time, Jana will be taking on some administrative duties. The personnel committee will be responsible for handling any personnel concerns that arise.

In late September/October there will be a vote needed to approve a new ILS for the system. Mitch should be getting information from Grace Riario at that time regarding the resolution language needed.

V. TREASURER’S REPORT

Treasurer’s Report - June 2023			July 12, 2023 Board Meeting
			Fiscal Year 2022-2023 Approved Budget \$407,800
Operating Account +	Capital Improvement Account =	Total Checking Funds (as of 6/30)	Investment Account (T-Bills) (as of 7/7/23)
\$34,180.54	\$95,561.35	\$129,741.89	\$205,823.61
		Total Library Funds - \$335,565.50	
		(Total Checking plus Investment Account)	
June Revenue	Revenue YTD July '22- June '23	Revenue YTD July '21-June '22	Current % of budgeted revenue goal
\$6.75	\$421,210.48	390,619.17	103.3%

Treasurer's Report - June 2023			July 12, 2023 Board Meeting
June Expenses	Expenses YTD July '22- June '23	Expenses YTD July '21-June '22	Current % of budgeted expenses
\$31,253.83	\$405,722.31	421,358.83	99.5%
Upcoming Projected/Completed Fundraising Revenue:			
Farmer's Market	\$400/month	Book Sale (3/13-4/8)	\$1,000/782
Book Sale (Sept)	\$1,000/\$1,065	Craft Fair (April 15)	\$300/518
Silent Auction (11/4- 11/18)	\$300/\$1,785		
Gift of Art (begins 12/4)	\$1500/\$1,418		

Approval of the Claim Sheet: Motion by Vicki Panetis. Seconded by Shauna Wennerod. The motion passed unanimously.

VI. DISCUSSION ITEMS

A. Trustee Education

Trustees need to complete the requirements before the end of December.

VII. COMMITTEE REPORTS

A. Building & Grounds

Work on the railings is in process and going forward well.

Curti's repair on the sidewalk out front was completed and appears to be improved over its previous state.

Tree maintenance is ongoing and will have some continued expenses.

The planned work on the roof is ready to begin. The work requires about four consecutive dry, clear days. Ed Corey will call the day before to let us know when we are a “go” to start the work.

B. Personnel Committee

Jana will have a temporary raise in salary for her additional responsibilities during Kristine’s maternity leave.

C. Special Events & Fundraising

The committee had a two-hour meeting and discussed a wide range of ideas and approaches for fundraising activities and projects.

VIII. OLD BUSINESS

None.

IX. NEW BUSINESS

A. Motion to approve Dylan Clarke as the new hire for the P/T Clerk position. Motion by Ann O’Brien; seconded by Kelly Ruby. The motion passed unanimously.

B. Motion to approve Jana in a temporary admin role while the Director is on Maternity Leave. Motion by Sara Tucker; seconded by Ann O’Brien. The motion passed unanimously.

X. ADJOURNMENT Motion to Adjourn at 8:26 pm

Motion by Len Hunt. Seconded by Kelly Ruby. The motion passed unanimously.