

**Dennis P. McHugh Piermont Library**  
**Board Meeting Minutes**  
**Wednesday, June 14, 2023, 7:00 PM**  
**(In person at the library and via zoom)**

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

**Absent:**

**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 7:06 pm.

**II. APPROVAL OF THE MINUTES** for the May 10, 2023 meeting.

Motion was made by Sara Tucker. Seconded by Kelly Ruby. The motion passed unanimously.

**III. PUBLIC EXPRESSION**

There was no public discussion.

**IV. LIBRARY DIRECTOR'S REPORT**

The Teen Film Festival (part of a TZ High School class) went very well. Fewer submissions this year than normal. As usual, it is open only to the students and people they invite. The Piermont Film Festival was also held in the Library with good participation and attendance.

Our Juneteenth Celebration is this Friday. We hope to have a good showing from the Board and the community. Our summer reading program starts soon and runs through the first part of August. July 18 will be another cello concert but outdoor this time.

Staff openings: Jennifer Fagan is no longer with the library. We have begun searching for her replacement. Michaela Armstrong will be leaving for college later this summer and will need to be replaced.

All staff are now trained in CPR/AED and Narcan procedure and safety.

LVD has repaired our handicapped doors.

Bullet Security has installed our security cameras. This was the final project for the DLD grant.

We will be coordinating a joint bus tour trip for our patrons, in conjunction with Tappan and Palisades libraries. The trip will be for a private tour of NYPL followed by a tour of the Morgan Library. This tour will be in September. Details to come later.

### V. TREASURER’S REPORT

Treasurer’s Report - May 2023			June 14, 2023 Board Meeting
			<b>Fiscal Year 2022-2023 Approved Budget \$407,800</b>
<b>Operating Account +</b>	<b>Capital Improvement Account =</b>	<b>Total Checking Funds (as of 5/31)</b>	<b>Investment Account (T-Bills) (as of 6/13/23)</b>
\$65,340.19	\$102,061.35	\$167,401.54	\$205,180.48
		<b>Total Library Funds -</b>	<b>\$372,582.02</b>
		<b>(Total Checking plus Investment Account)</b>	
<b>May Revenue</b>	<b>Revenue YTD July '22-May '23</b>	<b>Revenue YTD July '21-May '22</b>	<b>Current % of budgeted revenue goal</b>
\$4,665.46	\$421,203.73	390,619.17	103.3%
<b>May Expenses</b>	<b>Expenses YTD July '22-May '23</b>	<b>Expenses YTD July '21-May '22</b>	<b>Current % of budgeted expenses</b>
\$33,415.42	\$374,488.47	421,358.83	91.8%
<b>Upcoming Projected/Completed Fundraising Revenue:</b>			
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

Treasurer's Report - May 2023		June 14, 2023 Board Meeting	
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 Shauna Wennerod. Seconded by Vicki Panetis. The motion passed unanimously.

**VI. DISCUSSION ITEMS**

- A. Juneteenth will be a one-hour program. Len Hunt will speak on behalf of the Library if needed and time allows.
- B. Farmers Market The Farmer's Market will be using Flywheel Park for the summer season and the fall instead of our space. They may want to utilize our space for the winter season. Meanwhile, they would like to use our parking spaces on any Sunday on which the Library is not running a Sunday program.

**VII. COMMITTEE REPORTS**

- A. Building & Grounds  
Plans to work on shoring up the current ramp is in the works. Will be \$1200 for labor plus materials yet to be determined.
- B. Personnel Committee  
The personnel committee met to discuss and decide salary increases for all staff. The committee also reviewed detailed plans for Kristine's maternity leave this fall, including various adjustments in our staffing to cover her absence.

**VIII. OLD BUSINESS**

None.

**IX. NEW BUSINESS**

- A. Motion to accept the staff increases as proposed by the Personnel Committee  
Motion by Mitch Eiss. Seconded by Sara Tucker.  
The motion passed unanimously.

**X. ADJOURNMENT Motion to Adjourn at 8:26 pm**

Motion by Anne O'Brien. Seconded by Shauna Wennerod. The motion passed unanimously.