

**Dennis P. McHugh Piermont Library**  
**Board Meeting Minutes**  
**Wednesday, September 11, 7:07 PM**  
**(In person at the library)**

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

**Absent:** none

A quorum was present in person.

**I. Call to order**

The meeting was called to order by Mitch Eiss at 7:08 pm.

**II. APPROVAL OF THE MINUTES** for the meeting.

Motion was made by Shauna Wennerod to approve the minutes as amended. Seconded by Len Hunt. The motion passed unanimously.

**III. PUBLIC EXPRESSION**

Board member Len Hunt made note of this day being 23<sup>rd</sup> anniversary of September 11, 2001, and acknowledged memory of those we honor on this day, including specifically remembrance of Dennis McHugh.

**IV. LIBRARY DIRECTOR'S REPORT**

The library director is on leave. There is no director's report.

Mitch Eiss provided the following update.

Data on library visits, program participation, and library usage continues to be in line with normal activity patterns. The number of programs continues to be strong.

The KOHA integration continues to go well. There have been minor things to work out but no major problems.

There was discussion of the eight computers available for patron usage. Usage patterns have changed since we originally provided new computers about five

years ago, and it would appear that we don't need that many to accommodate current usage. We will do further review of computer usage.

## V. TREASURER'S REPORT

Treasurer's Report - August 2024			September 11, 2024 Board Meeting
			<b>Fiscal Year 2024-2025 Approved Budget \$436,520</b>
<b>Operating Account +</b>	<b>Capital Improvement Account =</b>	<b>Total Checking Funds (as of 8/31/24 )</b>	<b>Investment Account (T-Bills) (mkt value as of 9/10/24)</b>
\$67,207.86	\$41,186.71	\$108,394.57	\$535,808.68
			<b>Inv. Returns = \$16,380.31 (since inception) Chg in Mkt Value YTD=\$11,583.34</b>
		<b>Total Library Funds -</b>	<b>\$644,203.25</b>
		<b>(Total Checking plus Investment Account)</b>	
<b>August Revenue</b>	<b>Revenue YTD July '24-Aug '24</b>	<b>Revenue YTD July '23-Aug '23</b>	<b>Current % of budgeted revenue goal</b>
\$4,804.32	\$307,681.85	\$301,956.51	70.5%
<b>August Expenses</b>	<b>Expenses YTD July '24-Aug '24</b>	<b>Expenses YTD July '23-Aug '23</b>	<b>Current % of budgeted expenses</b>
\$31,467.53	\$71,697.39	\$61,606.59	16.4%
<b>Upcoming Projected/Completed Fundraising Revenue:</b>			
Farmer's Market (June/July 2024)	\$400	Gift of Art Dec	
Spotlight Auctions July	\$170	End of Year Donations	

Treasurer's Report - August 2024			September 11, 2024 Board Meeting
Book Sale Sept-Oct		Spring Book Sale	
Pumpkin Decorating Oct		Craft Fair May	

Additional Notes:

- Piermont Village Tax levy - July 2024 \$301,716

Approval of the Claim Sheet: Motion by Sara Tucker that the August claim sheet is approved and that the questions related to the July claim sheet are resolved. Seconded by Shauna Wennerod. The motion passed unanimously.

## VI. DISCUSSION ITEMS

- A. NYS Open Meetings Law was reviewed by Mitch Eiss using a slide deck prepared by Kristin O'Neill, Deputy Director and Counsel for New York State Committee on Open Government and presented at an RCLS training session.

## VII. COMMITTEE REPORTS

- A. Special Events & Fundraising  
Sara Tucker reported that the pumpkin decorating program would be held on Sunday, Oct. 20 with the following Sunday as the rain date. Sabi Sushi will be the next Spotlight business.
- B. Building & Grounds  
Len Hunt reported on further work on the bollards project. He also discussed issues regarding our florescent lighting.
- C. Policy (Trustee Education) See new policy approved under new business.

## VIII. OLD BUSINESS

None.

## IX. NEW BUSINESS

- A. Motion to approve Trustee Education Policy (second reading)  
Motion was made by Shauna Wennerod to approve the Trustee Education Policy. Seconded by Kelly Ruby. The motion passed unanimously.

## **X. EXECUTIVE SESSION**

Motion was made by Mitch Eiss to move into executive session for discussion of matters of a particular person and discussion of payroll matters. Seconded by Kelly Ruby. The motion passed unanimously.

Motion to move back into public session was made by Ed Stanford and seconded by Ann O'Brien. The motion passed unanimously.

## **X. ADJOURNMENT Motion to Adjourn**

Motion to adjourn was made by Ann O'Brien. Seconded by Shauna Wennerod. The motion passed unanimously. The meeting was adjourned at 9:28 PM.