

Ellenville Public Library & Museum

January 22, 2019 Board Meeting Minutes

Members Present: Director Kristin Fowler, Trustees Donald Odom Jr., Michelle Mainolfi, Erin Levine, Pam Buchwalter, teleconference: attorney Abby Osgood, absent with just cause: trustee Kate Walsh-Eckert

- I. Call to order 6:00 pm (DO)
- II. Minutes
 - a. **MOTION:** accept December minutes (EL/MM/unanimous)
- III. Financial Reports
 - A. Treasurer's report-
 - a. **MOTION:** accepted (KW-E/MM/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/PB/unanimous)
 - i. The library needs to adopt a purchase order form to make the billing process easier
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/unanimous)
- IV. Petitioners
 - a. None
- V. Correspondence
 - a. Thank you for the donation of toiletries from the Ellenville Community Action Group
 - b. Thank you for the kind thoughts and prayers on the passing of Nadia's mother
 - c. Thank you from Ulster Heights Methodist Church for the donation to the food pantry
 - d. Terry Houck wrote on behalf of the Town of Wawarsing approving to give EPL&M an allotment of \$6,500 this year
- VI. Committee Reports
 - a. Building & Grounds
 - a. The mulch needs to be removed from around the porch. The trustees will remove it in the spring if Jim Hyatt is unable to do so
 - b. Kristin will attend a RCLS workshop on grants to help with construction projects at the library
 - c. There are several items that need to be repaired or looked into
 - i. Carpet cleaning
 - ii. Bathroom tiles in the Men's Room
 - iii. Heat alarm in the museum
 1. Boiler needs a qualified service person
 - iv. Security of the staff kitchen/community room/outside the library
 - B. Personnel Committee

Executive Session entered at 6:48 to discuss matters of personnel (DO)

Executive Session ended at 7:23 (DO)

1. Community Relations Specialist
 - a. A work in progress
2. Negotiations
 - a. In progress
- C. Museum Committee
 - a. The Trustees and MAB met last month
- D. Planning Committee

VIII. Old Business

- a. Staff survey results

Executive Session to discuss matters of personnel at 7:27 (DO)

Executive Session ended at 8:10 (DO)

MOTION: To accept Joyce's request to attend the Computers in Libraries Conference (MM/EL/unanimous)

IX. New Business

- a. The Budget Vote/ is the third Tuesday of April
- b. **MOTION:** to accept N.S.'s request for health benefits buyout (EL/unanimous)
- c. King & King Architects were very informative with their walkthrough. We are hopeful to work with them in the future when working on the library.

Executive Session to discuss matters of personnel at 8:16 (KF)

Executive Session ended at 8:37 (EL)

X. Reports were emailed to the board and will be attached

- A. Director's Report
- B. Children's Librarian's report

X. Meeting adjourned at 8:55 (PB/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY, February 19th 2019.