

Ellenville Public Library & Museum

June 19, 2017 Board Meeting Minutes

Members Present: President Bertha Donohue, trustees Michelle Mainolfi, Erin Levine, Nadia Maczaj, Donald Odom, attorney Abigail Osgood and director Pam Stocking. Late- Kate Walsh-Eckert (entered 6:07)

The meeting was called to order at 6:00 pm (BD).

Motion to accept the revised May minutes (NM/EL unanimous).

Financial Reports

The treasurer's report was accepted (EL/NM/unanimous).

Bills paid after the last board meeting were reviewed and accepted (MM/NM/unanimous).

June bills to be paid were accepted (NM/KW-E/unanimous).

MOTION: to amend 'bills to be paid after the board meeting' to include expenses associated with the newsletter (unanimous).

Petitioners: None

Correspondence:

Russell Herman wrote a letter on behalf of Camille expressing her outstanding work ethic. This letter will be placed in Camille's folder.

Committee Reports:

Building and Grounds-

No report

Personnel Committee-

Pam was advised to clarify to employees the process of changing from individual annual contracts to a comprehensive personnel manual. Going forward, all management staff will receive an annual letter from the Board at the start of the calendar year, outlining terms of employment for the coming year. Details of employment will be explained in the personnel manual, rather than in an individual contract. The goal of this change is to create a consistent, clear policy for all employees and to facilitate Board responsibilities in the future.

Museum Committee-

Nicole Sorbara and Kurt Kells went to a “Historic Housekeeping” workshop in Hyde Park and found it very valuable and informative. She learned information about how to clean a historic establishment without chemicals. She learned about mold, bugs, etc. Nicole said they recommended using gloves for handling certain items (papers and other porous items). There are webinars that are available for our staff members to view that will offer the information at no cost to the library.

Mike Guiney sent a letter of intent to be considered for the museum board. Bertha would like to ask Mike to send in more of a resume or more elaborate letter explaining his interest. D. Odom has also asked somebody who seems interested and the Board awaits a letter from him.

MOTION: to allow MAB the discretion to sort through and dispose of the Dutton & Judson maps and surveys found, according to the collections management policy (KW-E/EL/unanimous).

The museum 2nd floor was opened on Saturday. Pam had 4 people enter for a tour. Ashley had a gentleman come in the afternoon.

The “Scan Van” from Bard College will be here to gather and scan information.

Cookies and volunteers to provide museum tours are needed for the 4th of July.

Nadia reported that at the joint MAB/BoT meeting on June 15, Asha mentioned that some libraries do not post actual meeting minutes on their websites. Rather, people can ask for them at the library itself. This apparently has to do with privacy issues and blocking out names; Abby will look into this.

Also at the joint meeting, D. Stack asked that the Board Building & Grounds committee take over the issue of landscaping around the property. She is happy to advise/ help where needed, but cannot manage the project at this time.

OLD BUSINESS

The handbook was discussed to make amendments to Overtime Compensation and Retirement Health Insurance Benefits.

NEW BUSINESS

Paul Haskell, Trustee of the Stedener Trust wants to recognize Miss. Stedener in a more permanent manner. We would like to know if he has any specific ideas on how he would like her memorialized.

“My Brother’s Keeper” grant is a community based partnership with the school. Susan and Asha are working with the school on this grant.

Director’s Report: was e-mailed to the board. The board would like to see something from civil service that states why we have to jump through hoops for our new position. Perhaps someone from civil service should speak to the board for more clarification.

Asha’s report- was e-mailed to the board.

Susan's report- was e-mailed to the board.

Bertha expressed her gratitude for working with us on the board for her term. Pam expressed her thanks for being a phenomenal board president.

Meeting adjourned at 7:43 (EL/KW-E/unanimous)

Our next meeting will be July 17th at 6pm.