

# Ellenville Public Library & Museum

*March 16, 2020 Board Meeting Minutes*

**Members Present:** Trustees Donald Odom Jr., Kate Walsh-Eckert, Pam Buchwalter, Michelle Mainolfi, attorney Dawn Conklin, absent with cause Kristen Fowler, acting director Susan Mangan, entered at 6:30  
Erin Levine

- I. Call to order 6:05 pm (DO)
- II. Minutes
  - a. **MOTION:** accept February's meeting minutes (KW-E/PB/unanimous)
- III. Financial Reports
  - A. Treasurer's report
    - a. **MOTION:** accepted (MM/KW-E/unanimous)
      - i. Chrome books- \$150 each will come with the SMARTboard
  - B. Bills to be paid
    - a. **MOTION:** accepted (MM/KW-E/unanimous)
  - C. Budget analysis
    - a. **MOTION:** accepted (MM/KW-E/unanimous)
- IV. Petitioners
  - a. none
- V. Correspondence
  - a. E-mail from Gerald Berliner- he wants to present his town and Village marketing logo. He would come in person and show us, or send us a confidential link to view it.
  - b. Three polling dates are requested- community room. Right now no early voting.
- VI. Committee Reports
  - A. Building & Grounds
    - a. Everything looks fabulous
  - B. Personnel Committee
    - a. We need to look into getting caller-ID on the phones. Is this service provided by the phone company?
    - b. Entered executive session to discuss matters of personnel at 6:20, ending at 6:50 (PB/MM/unanimous)
    - c. Susan needs to be added to the RCLS email list to be sure she's getting all info
  - C. Museum Committee
    - a. **MOTION:** to approve the museum's collection policy as provided by Nicole Sorbara (MM/PB/unanimous)
  - D. Planning Committee
    - a. Events are being canceled and/or postponed due to the current events surrounding COVID-19.
- VIII. Old Business

a. None

IX. New Business

- a. **MOTION:** to appoint Susan Mangan as acting director until rescinded by the board (KW-E/EL/unanimous)
- b. **MOTION:** to approve the 2021 budget April 14th (PB/MM/unanimous)
- c. **MOTION:** to give a retroactive 2 percent raise for R.T. (MM/PB/unanimous)
- d. **MOTION:** to extend K.F.'s probationary period for 6 months (EL/PB/unanimous)

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

- A. Director's Report
- B. Children's Librarian's report
- C. Museum Clerk

X. Meeting adjourned at 6:46 (KW-E/PB/unanimous)

**THE NEXT BOARD MEETING WILL BE MONDAY April 13, 2020.**