

Ellenville Public Library & Museum

May 15, 2017 Board Meeting Minutes

Members Present: President Bertha Donohue, trustees Michelle Mainolfi, Kate Walsh-Eckert, Erin Levine, Nadia Maczaj, attorney Abigail Osgood and director Pam Stocking. Also present Mr. Donald Odom, Sr., newly-elected Board member.

The meeting was called to order at 7:02 pm (BD).

Motion to accept the revised April minutes (EL/KW-E/unanimous).

Financial Reports

The treasurer's report was accepted (KW-E/MM/unanimous).

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

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

MOTION via e-mail: to pay \$87.38 for post cards to Vista Print (unanimous).

Petitioners: None

Correspondence:

Gail Whistance wrote a letter of thanks for the blueberry baskets the library lent her. She noted that she will send a later donation to the library.

Committee Reports:

Building and Grounds- Jim Hyatt dropped off a landscape proposal based on the walkabout with Debbie and Pam. We need the plants removed in front of the emergency exit, as well as the dead Hemlock trees, but would like planting to be done around Terwilliger House with period-appropriate plants. The Board also has further questions regarding his proposal details and will follow up with these through Pam.

AMENDMENT to proposal: removal of 3 dead hemlocks and 3 large spirea. The irrigation caps also need to be looked at.

Personnel Committee- the premium is going up on MVP. Individual- from \$807.01 to \$867.83/Family- from \$2,299.98 to \$2,473.32.

EXECUTIVE SESSION called at 7:23 by Bertha and ending at 7:35.

Museum Committee- Nadia sent her report to the board. Pam and a member of the MAB should be present during the interviews for the museum position, once the selections have been narrowed down.

The 4th of July and the Memorial Day book sale need to be staffed.

MOTION- The board agrees to the deaccession of any ECSD items and their transfer to ECSD, without further board approval. (EL/KW-E/unanimous).

MOTION: to accession items (ornaments, license plate holder) and deaccession items (Stewart airport impact statements and ECSD items) (EL/KW-E/unanimous).

Volunteers and baked goods are needed for the 4th of July.

The budget was approved (55 yes, 3 no) and Donald Odom Sr. was elected to a 5 year term on the Board of Trustees (51 yes, 5 blank, 1 void and 1 write in.

The joint meeting with MAB is June 15th at 6:45.

Discussion of the Personnel Handbook and the sample from PayChex was again tabled. Pam suggested that the Board meet specifically to review just this, as it is too much for a monthly meeting agenda. A date will be set.

NEW BUSINESS

MOTION: to change the June 19th and subsequent board meetings to 6:00 pm instead of 7:00 (EL/MM/unanimous).

MOTION: to allow patrons to pay using triangle in the library for fees, discounted books, etc. (EL/KW-E/unanimous). Usage and financial details will be reviewed regularly.

The Katharine T. Terwilliger Collection Policy was discussed. A signed agreement has not yet been located. Further discussion was tabled.

Policies to be reaffirmed or amended:

1. Confidentiality of Patron Records- amended removing the last sentence
2. Inclement Weather Policy-reaffirmed
3. Investment Policy- reaffirmed
4. Laptop Use Policy & Loan Agreement-reaffirmed
5. Law Enforcement-amend removing mission statement
6. Library Bill of Rights-reaffirmed

Items declared surplus may be sold at the library sale (NM/MM/unanimous).

Director's Report: was e-mailed to the board.

Asha's report- was e-mailed to the board. The Board discussed her report that Ray Matthews of Matthews Pharmacy offered to sell copies of our *Veterans Speak* anthology at the store. The Board appreciates his offer, but has further questions regarding logistics, reporting, how many to produce, cost, etc. and welcomes discussion with him.

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

Meeting adjourned at 8:37 (EL/KW-E/unanimous)

Our next meeting will be June 19th at 6pm.