

Ellenville Public Library & Museum

November 18, 2024 Board Meeting Minutes

Members Present: Trustees Don Odom Jr, Erin Levine, Cassie Spoor, Elizabeth Straub, Michelle Mainolfi, acting director Joyce Sharpton, attorney Dawn Conklin

- I. Call to order 6:03 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for October (CS/MM/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. E-mailed to the board this week
 - b. **MOTION:** to acknowledge receipt of financial reports (EL/ES/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/ES/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/ES/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. The library and museum received a \$1,000 donation from the Alice Shaver Foundation.
 - i. **MOTION:** to utilize the donation to fund the children's book fund (CS/EL/unanimous)
- VII. Committee Reports
 - A. Building & Grounds
 - a. The cameras will be installed shortly.
 - b. We haven't heard back from sign companies to install an outside sign
 - c. **MOTION:** to deaccession old furniture: conference table, 8 chairs, as well as a desk (EL/ES/unanimous)
 - d. **MOTION:** to accept the bid for snow removal from Landscape Innovators for the 2024-2025 winter year (EL/MM/unanimous)
 - B. Planning Committee
 - a. In abeyance
 - C. Personnel Committee
 - a. **MOTION:** to enter executive session at 6:19 to discuss matters of personnel (MM/EL/unanimous), ending at 6:36 (EL/MM/unanimous)
- VIII. Old Business
 - a. None
- IX. New Business
 - a. **MOTION:** to approve holiday closings and board meeting calendar for 2025 (MM/EL/unanimous)
 - b. **RESOLVED:** to move the proceeds of the Elizabeth McDole bequest from the general income line to an interest bearing CD account designated for program development (MM/CS/unanimous).
 - c. **RESOLVED:** to increase the hourly rate of the EPL&M hourly rate for bookkeeper from \$28 to \$35 per hour (EL/MM/unanimous)
 - d. **RESOLVED:** that Cassie Spoor, 2nd Vice President, will be added as an authorized signatory for EPL&M accounts at the financial institutions serving EPL&M (MM/ES/unanimous).
 - e. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

MOTION: to accept reports as presented (EL/CS/unanimous)

MOTION: to adjourn at 6:52 (MM/EL/unanimous).

THE NEXT BOARD MEETING WILL BE MONDAY DECEMBER 16th, 2024