

Ellenville Public Library & Museum

December 18, 2017 Board Meeting Minutes

Members Present: Trustees Michelle Mainolfi, Erin Levine, Nadia Maczaj, Donald Odom II, Kate Walsh-Eckert, Abigail Osgood, director Pam Stocking.

The meeting was called to order at 6:03 pm (DO).

MOTION: to accept the revised November minutes (EL/MM unanimous).

Financial Reports

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

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

December bills to be paid were accepted (EL/NM/unanimous).

Budget analysis- we need to consider other forms of income in the future. A friends of the library group might need to be started so that we can raise money. NM asked if the library could post calls for "sponsorship" of a particular program, such as TechWizards, without a friends group. Abby will look into this.

Petitioners: None

Correspondence: A thank you was received from Rosemary Melendez for our donations of dignity

Committee Reports:

Building and Grounds-

Jim Hornbeck came to the meeting to discuss the boiler (it is over 22 years old). He said that it is getting to the point where it needs to be replaced before it becomes an emergency situation. The board needs an estimate in order to move forward. Mr. Hornbeck noted that other local businesses have put in 4 smaller boilers as opposed to one large one because they are cheaper to run and maintain. The library would be able to function with 2 smaller tanks. He also recommended looking into propane/natural gas and oil. This would be something to consider for next winter. The Board is conscious of long-term cost issues as well as sustainability issues. The board would also like to consider integrating the Terwilliger House system with the library system and asked that Mr. Hornbeck explore the possibilities on this.

Personnel Committee-

Community Relations Specialist position has 3 candidates to recommend to the Board. The Personnel Committee will conduct a second round of interviews with the goal of hiring somebody in January.

4 employees do not have direct deposit. Their checks are being mailed which is causing a delay in pay. PayChex can UPS them using next day delivery for (\$3/wk), the library could cut the check, we could change the date of the pay cycle, or start lag pay.

MOTION: to grant the authority for PayChex to send checks via next day UPS at a cost of \$3/week (EL/MM/unanimous).

Executive session called by Donald Odom at 6:54.

Exited at 7:20 (EL/NM).

MOTION: to grant Employees A and B raises of 3% (NM/MM/unanimous).

MOTION: to accept the date of Pam's retirement pending discussion on terms.

Museum Committee-

Pressure Plus was in communication with Pam and the museum is being cleaned more appropriately.

Old Business-

New Business

MOTION: to add Catskill Hudson Bank as an investment bank (NM/KW-E/unanimous).

MOTION: to pay recurring bills between meetings (internet, utilities, postage, etc.) (EL/KW-E/unanimous).

MOTION: to have Kristy proceed with the credit card acquisition for the library (MM/NM/unanimous).

MOTION: to purchase 6 new computers for the library at the price of \$2,070.00 (EL/KW-E/unanimous).

Freed Camp- looks like it is an amazing program and the board has high hopes for it. Nadia will meet with Pam and management after the New Year to discuss how best to set it up and get mgmt. and staff using it.

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

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

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

Announcements

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

Our next meeting will be Tuesday, January 16th at 6pm.

DRAFT