

Ellenville Public Library & Museum
January 30, 2017 Board Meeting Minutes

Members Present: President Bertha Donohue, trustees: Nadia Maczaj, Michelle Mainolfi, Kate Walsh-Eckert, Director Pam Stocking and attorney Abigail Osgood. Trustee Levine was absent with cause.

The meeting was called to order at 6:38 pm (KW-E/BD).

Motion to accept the revised December 2016 minutes (NM/MM/unanimous).

Financial Reports

MOTION: to accept the treasurer's report (MM/KW-E/unanimous).

MOTION: to accept bills to be paid (KW-E/NM/unanimous).

Petitioners: None

Correspondence:

EPL&M received a letter from the Ellenville-Wawarsing Chamber of Commerce, thanking EPL&M for participating in the December 2016 Wassail events.

Committee Reports:

Building and Grounds-

Kate and Erin, along with Director Stocking, conducted a walk-through on Jan.14th of interior spaces of EPL&M to assess needs. A report and photos were sent to all Board members for review. One of the items noted was the poor state of paint on the walls in the staff break room.

MOTION: to accept a proposal by 16 on Center (\$400.00) to repaint the staff break room walls and install a chair rail (MM/NM/unanimous).

New cleaning services are being considered, from either Vanguard or Pressure Plus. The Board would prefer to use Pressure Plus, a local company, but Pam will confirm with them details regarding the first-time base cleaning charge: what this includes, how long it takes and if it is negotiable.

The new bathroom doors have been installed in the main building.

Personnel Committee-

Pam forwarded to the Board two proposals from PayChex regarding HR support. Discussion was tabled to next month, pending further review by Pam and the Board.

Bertha shared with Pam a brief that she received regarding good management skills.

Executive session was entered at 6:58 to discuss personnel matters (KW-E/MM).

Executive session ended at 7:06 (KW-E/unanimous).

Museum Committee-

The Board considered MAB's updated job description/ posting for a Museum Manager. Nadia will finalize it and forward to Pam and Abby for review, before it is posted. The Board noted the importance of defining the role of this new position within existing management and staff.

MOTION: to accept MAB's recommended list of items to accession and list of items to deaccession from the museum collection (MM/KW-E/unanimous)

The Board reviewed the upcoming Museum Day event at the Hudson River Maritime Museum regarding staffing for the event. Pam will explore with Asha our options.

The Board proposed two dates for a joint meeting with MAB: March 6th or March 14th.

Museum Advisory Board liaison report emailed to Board is attached

Old Business:

none

New Business:

MOTION: to approve the Annual Records Management Report from Kristy Wood (MM/KW-E/unanimous)

The Board received a "letter" from the Catskill Monthly Meeting of the Religious Society of Friends (Quakers) in Neversink, requesting that EPL&M return to them the original *Plains Monthly Meeting Minute Book 1813-1847*. Pam will research the details regarding this document and the request.

The Library Budget vote and Board election has been set for April 18th, 2017. The Budget Committee will meet Feb.7th. Board members offered suggestions for both new Board and MAB members and will approach these individuals.

Director's Report- See attached Director's Report. Pam added that the library closed on Dec.29th due to inclement weather.

Asha's report- See attached report.

Susan's report- See attached report.

MOTION: to adjourn at 8:21 (NM/MM/unanimous).

Our next meeting will be Tuesday, February 21, 2017.