

Ellenville Public Library & Museum

April 17, 2017 Board Meeting Minutes

**Members Present:** President Bertha Donohue, trustees Nadia Maczaj, Michelle Mainolfi, Kate Walsh-Eckert, Erin Levine and Director Pam Stocking, attorney Abigail Osgood.

The meeting was called to order at 7:06 (KW-E)

Motion to accept the revised February minutes (KW-E/MM/unanimous).

**Financial Reports**

**MOTION:** The treasurer's report was accepted (EL/KW-E/unanimous).

**MOTION:** April bills to be paid were accepted (EL/KW-E/unanimous).

**Petitioners:** None

**Correspondence:** None

**Committee Reports:**

**Building and Grounds-**

Debbie Stack provided a landscaping review after her walk through with Jim Hyatt. Trees aren't being pruned as per his contract, and the board suggested holding his check until after the grounds are inspected. The Board also asked that Pam and Debbie meet with him again, before spring cleaning begins, to clearly specify what is to be done, based on both his and Diane Greenberg's (Catskill Native Nursery ) observations.

**MOTION:** to accept James Hyatt's proposal for spring/summer landscaping clean up (KW-E/EL/unanimous).

**Personnel Committee-**

**MOTION:** to hire Carol Avery as a part time clerk at the rate of 12.75/hr. effective 4/25/17 (EL/NM/unanimous).

When an employee was bringing in the 'OPEN' sign, she fell needing immediate medical attention. This is being dealt with through W/C.

**Museum Committee- none**

**Old Business:**

The Budget Vote is tomorrow from 9:30 am-8pm

PayChex and the library handbook should be merged to flow. The Board will review both for May's meeting.

**MOTION:** to give Asha the permission to sell the 'Ellenville' book at outside community events for a discount price of \$18 (EL/NM/unanimous).

**New Business:**

The board would like to know when the triangle would be used (fines vs. lost books).

Estimate for book drop- 3 companies provided estimates. Kurt said there are extra cans of Rustoleum to prolong the life of the drop. The estimates start at \$5k and go up to \$10k. The board decided to have Kurt paint the box. Perhaps the box can be lifted onto a cement platform to protect the bottom from the elements.

Estimate to replace computer in Children's Room with an iPad (\$329.00) and a locking display case (\$169.95).

An unsigned 1986 agreement between Katharine T. Terwilliger and the Board of Trustees regarding her stipulations for handing over her collection was presented. Abby will look over the documentation. The proposed Katharine T. Terwilliger Policy was tabled until the May meeting when it will be discussed.

The board reaffirmed the following policies:

Confidentiality of Library Records (KW-E/MM/unanimous)

EPL&M Conflict of Interest Policy- (EL/MM/unanimous)

Debit Card Policy- (EL/KW-E/unanimous)

Donations, Gifts and Endowments Policy- (EL/MM/unanimous)

The board tabled action on the Confidentiality of Patron Records until the May meeting. Abby will look into the wording of the policy. (EL/MM/unanimous)

The board changed the title of the Hiring of Family Members Policy to 'Nepotism Policy'. (MM/EL/unanimous)

**Director's Report-** See attached Director's Report.

**Asha's report-** The board is concerned about the loss of her comp time and would like to discuss any problems with her. Her report will be attached to the library minutes.

We need further elaboration from Ray Matthews to determine if a contract is needed to sell *Veterans Speak* at his pharmacy.

MAB would like representation from Nicole or Kurt to present on "Historic Housekeeping" at an upcoming meeting. Pam will schedule this.

**Susan's report-** was e-mailed to the board and will be filed with library minutes.

**MOTION:** to adjourn at 8:28 (NM/MM/unanimous).

Our next meeting will be Monday 15, 2017.