

LaGrange Association Library Board of Trustees

Meeting Minutes

Thursday, April 12, 2018

Attending: Marie Hasenpflug, Erin Hawks, Maung Htoo, Joanne Pinello Kaley, Stuart Kofsky, Anne Lescher, Stacy Olyha, and Keshav Ramji

Staff: Mary De Bellis, Library Director, Lisa Sassi, Head of Circulation

Absent: Davyd Bullock

Leave: Wendy Bohlinger

Call to Order (Erin)

7:03 PM

Public Comment (Erin)

None

Correspondence ((Erin)

Erin reminded the trustees about the invitation to the Dutchess County Library Trustees dinner being held on 5/9/18 – rsvp 4/20.

Erin notified the trustees that the committee assignments will be emailed.

Consent Agenda

Motion made to accept the consent agenda after removing the Director's report: Anne/Maung; passed unanimously.

Director's Report

Mary shared an update on the Turning Outwards Project which will drive the library's long range plan. Lisa, Erin, and Mary are the facilitators for the community conversations; Richard Sassi, Friend's President, has volunteered to be a note taker. Each facilitator has a script to focus the conversation. Additional note takers are needed; their responsibility is to solely take notes of the participants' conversation.

Demographics have been targeted for flyers and advertising. Refreshments will be served. Mary stressed that these are not focus groups; Erin explained that they are informal kitchen-table style conversations. Participants are asked what they think about the community: their hopes, aspirations, and concerns. Information gleaned from the conversations will be used to form a long range plan: how the library may lead, facilitate, coordinate, and collaborate to reach goals. Five community conversations are recommended; suggested participants: board, staff, influential community members, 1:1 conversations and random groups. Information will be on the website. The final report will be made available to the community.

Dates for the conversations are planned for May and June and will be held at the Grange Hall (K of C) Building, the Library, and the Crooked Rooster. Anne made a motion, seconded by Stu to authorize spending up to \$500 for refreshments for the community conversations; passed unanimously.

Finance

In 2017 income exceeded expenditures by \$90,000. Anne made a motion, seconded by Marie to move \$60,000 of the surplus to the Vanguard capital account; passed unanimously. The signers for the account will be updated to be Erin (President), Stacy (Treasurer), and Mary (Director).

Board Development/Nominating

Davyd's military commitment has prevented his attendance at board meetings. Due to the number of missed meetings and his military commitment, Davyd will be requested to resign.

Wendy Bohlinger is ending her leave and returning to the board. Welcome back, Wendy.

Due to her time constraints Marie is unable to accept the degree of responsibility needed as a board member so regretfully is planning to resign, but will stay on until a replacement can be found.

Bylaws/Policy

No report

Personnel

No report

Long Range Planning

No report

Outreach/Marketing

Erin thanked the board members who assisted with the donor mailing for National Library Week. Stacy volunteered to purge and merge the donor mailing list. The Paint Brushes and Party event has been canceled.

Building

The question was raised at a previous meeting as to whether the library can pay for multiple leases. Erin consulted with Bob Schofield, the library attorney, who said that this is not a problem, however, typically one does not pay for "fix up" time on a commercial lease. Legally the library is obligated to pay rent at our current location through 12/31/19. Stacy will review the list of available community buildings in LaGrange.

New Business

The staff copier is presenting problems for staff use. Mary is planning to investigate options for consolidating and updating the staff/public copiers.

Congratulations to Mary on the new phone system.

Maung shared the NYS Senate proclamation honoring his late wife.

Motion to Adjourn

8:10 PM

Submitted: Joanne Pinello Kaley