

LaGrange Association Library
Board of Trustees Meeting
August 9th, 2018

Present: Erin Hawks, Wendy Bohlinger, Anne Lescher, Jenny Sung, Joanne Pinello Kaley, Stacy Olyha, Mary DeBellis

Public: Andrea Mondello

Absent: Maung Htoo, Stuart Kofsky, Keshav Ramji

Call to Order [Erin]: 7:01pm

- Motion to suspend the rules requiring nine board members in order to be able to conduct business: Jenny/JPK All in favor.

Correspondence [Erin]:

- Erin will send out an email reminding the board about the trustee workshops provided by MHLS.
 - There is a trustee essentials workshop on Friday, September 7th in Poughkeepsie and Saturday, September 22nd at the Kingston Library.

Consent Agenda:

- Yellow items in agenda will be separated from Director's Report, and the Director's Report remain in the Consent Agenda.
- Motion to accept the Consent Agenda: JPK/Wendy – All in favor

Board Development and Nominating [Wendy]:

- Mary sent the trustee application to Andrea Mondello, who attended the last Board meeting.
- Motion to approve Andrea Mondello as a board member: JPK/Jenny – All in favor.
- Other potential candidates for the Board have been contacted, but so far, none of them have responded; Wendy is still asking around.

Outreach/Marketing [Anne]

- Anne asked for knowledge of local events to attend.
- Fall Fest is one of the next local events – Sunday, October 14th.
 - The library has gone in the past and is planning to go this year.
 - Here is the vendor form:
<http://www.lagrangeny.gov/Pdf/2018FallFestivalFlyerandVendorRegistrationFormCombined.pdf>

Building Committee [Stacy]:

- Barbarann has not provided Erin with her renovation proposal for possible expansion into the adjacent space yet; she was given the date of this meeting as a deadline.
- Mary had asked about the property by Cinnamon Tree – whether there was a possibility of there being a 3rd floor.
 - Stacy found a realtor but could not pursue due to conflict of interest.
 - Erin will be trying to contact them.
 - We do not know if this is feasible yet, as the expansion would require additional septic and parking.

Friends Report [Anne]:

- The first Friends meeting has been scheduled for Wednesday, August 22nd.
- The current Friends members address book and distribution list have been cleaned up.

New Business:

- The three-year funding contract MHLS has with the town of Union Vale ends December of this year.
 - The proposed new contract would carry on from the end date of the current contract, allowing for the 2% increase each year.
 - The new UV Town Supervisor, Betsy Moss, is unwilling to increase the funding by 2% each year. She is also asking for MHLS to provide an annual report of active Union Vale residents for each library and would like libraries to purge inactive card holders – “anyone who hasn’t used their library card in the last three years”.
 - It is suspected that she may be trying to lay the groundwork for payment based on the number of cardholders instead of the per capita population of Union Vale, which is how it actually works.

- There is a meeting on August 10th with MHLS and the 4 affected libraries regarding how to respond to the counter proposal. Dover has indicated that they are willing to go along with the majority decision.
 - Millbrook and Beekman say that they are good with 1.5% each year but Erin disagrees.
 - Erin would like the annual increase to be a minimum of the tax cap up to a maximum of 2%.
 - If there is no agreement reached with Union Vale, we may have to deny services to Union Vale Patrons again.
- Motion to reject the redline items from the Union Vale proposal: Jenny/Stacy – All in favor.
- Motion to stick with the 2% increase per year: Wendy/Andrea – All in favor.
- We recently acquired The Frick Collection museum passes.
 - It was pointed out that the Poughkeepsie Library does not let anyone but Poughkeepsie patrons borrow their museum passes, as per their policy.

Budget:

- The 2019 Library budget needs to be voted on tonight as it needs to be submitted to the town on September 12th.
- There is a negative bottom line, but it was suggested that a 2% increase be shown instead.
- The rent figure for a possible expansion to 8000 sq.ft. is too low. It will be assumed that we will be paying \$20/sq ft for the additional space.
- The bank interest has a negative percentage.
 - It has been 10k for the last three years but that's not what it is in reality – it's less than \$200.
- Collection agency income has been zero but we're paying a collection agency.
 - Since we make money from them we must be putting that in the fines line.
- There is a 50% decrease for gas in operation and maintenance because we changed companies
 - This may go up if our space increases.
- Mary will make necessary changes and present the budget again to the Board prior to Sept. 12. Motion to have a special budget meeting on August 23rd: Andrea/Anne – All in favor.

Treasurer Report [Stacy]:

- An audit needs to be done soon – there is \$3,000 in the budget for that, but it will probably cost more.
- We need to consolidate our IBM stocks
 - We currently have 7 physical certificates in our safe
 - Stacy will make copies of them; Mary and Stacy will sign the originals, and send them in.
 - This will secure a paper trail and give us postal receipts.
 - Upon completion of this process, we will have a certificate that includes all currently owned IBM stock. This will mean that each quarter we will receive one consolidated dividend check.

Motion to Adjourn: 8:52pm – Erin/Stacy: All in Favor.

The next meeting will take place on September 13th at 7:00pm

Respectfully submitted by Anna Mondello, Board Recorder.