

LaGrange Association Library  
Board of Trustees Meeting  
Thursday, December 12, 2019 @7:00pm

***Meeting Minutes***

**Attendees:** Mary De Bellis, Stacy Olyha, Wendy Bohlinger, Linda Gaines, Maung Htoo, Jenny Sung, Anne Lescher, Erin Hawks, Andrea Mondello

**Absent:** Stuart Kofsky, Keshav Ramji, Mimi Heslin

**Public:** Irvin Miller

- Call to Order - 6:59pm
- Public Comment – Mr. Irvin Miller gave a presentation about the Math Museum non-profit he runs and asked the Board to consider working with and possibly providing storage space for his Math Museum in the new Library space.
- Correspondence – Erin outlined news coverage of the upcoming Library move in the Poughkeepsie Journal and the Southern Dutchess News. Mary read a card received from a former trustee praising the helpfulness of the Library’s clerks.
- Consent Agenda – Maung made a motion to accept the consent agenda which was seconded by Jenny and passed by unanimous consent.
  - Approval of Meeting Minutes for Thursday, November 14, 2019
  - Director’s Report (Mary)
  - Treasurer’s Report (Stacy)
- Board Development/Nominating (Wendy)
  - **Nomination of Mimi Heslin as trustee** – Wendy placed Mimi’s name in nomination, Maung seconded, and the board unanimously voted to accept the nomination of Mimi Heslin to the Board of Trustees.
  - **Slate of Officers for 2020** – Wendy made a motion to put the entire slate of current board members on one Ballot for re-election and for the Secretary to cast one ballot for the whole slate. Maung seconded the motion, and the board voted unanimously to pass the motion. The Secretary (Andrea Mondello) cast one vote for the ballot containing all current board members. The current slate of Board of Trustees was reelected.
  - **Board Committee Assignments for 2020** – The Board of Trustees was asked by Erin to respond to her via email as to which committees they will be part of in 2020 by December 31.
- Fundraising (Wendy) – no report
- Building (Stacy) – Stacy discussed her work with the architects and noted that after many iterations, the committee has finalized the plans to the stage where the architect may begin sending out bid packages to potential contractors. She also noted now that

the Building Committee has made the selection of specific items such as flooring, ceiling tiles, and lighting, the estimated cost of construction for Phase I has decreased from the original, more generalized estimate.

- Jenny made a motion to allow the architect to create bidding packages to be sent to potential contractors, and to begin the permitting process. The motion was seconded by Maung and passed unanimously by the board.
- Bylaws/Policy (Maung) - none
- Capital Campaign (Andrea)
  - **Several documents for review & approval** – Documents for use in the Capital Campaign were sent out to the board with their board packages. In order to give additional time to review, it was decided that any comments or corrections should be sent to Erin or Mary by December 20 via email.
- Long Range Planning (Stuart) – Mary noted the planning survey will be going out in the Bookbag on December 27. Several people have filled out the online version.
- Outreach/Marketing (Anne) – none
- Personnel (Erin)
  - **Director's performance evaluation** – Jenny made a motion to go into Executive Session to discuss the Director's performance evaluation, which was seconded by Linda and passed unanimously. The board went into Executive Session at 8:01pm.
  - Jenny made a motion to come out of Executive Session which was seconded by Maung and passed unanimously. The board came out of Executive Session at 8:17 pm.
- Friends (Anne) - Mary went over the Phase 2 construction diagram with the Friends and showed them where storage and book sale spaces could be in the new space. She also explained that the upcoming conference room space will be booked for the Friends every Wednesday for book sorting. Anne noted that the Friends will be running a sale of holiday and craft books over the next few weeks.
- Old Business – Erin reported on public bus access at the new space; she was told that in the Town Center area, riders can request a stop at any point. The board asked Erin to formally request a designated stop, which might also mean the bus will pull into the parking lot and get closer to the entrance to the building.
- New Business - Erin brought up the idea of formalizing the Junior Board Position in the By-Laws, with some requirements and a formal application and interview process. The board agreed in principle, and the idea was tabled to be discussed more fully at a future meeting.

A motion was made by Jenny to adjourn the meeting, seconded by Stacy, and passed unanimously. The meeting was adjourned at 8:38pm.

**12/26/2019 AMM**