

LaGrange Association Library Board of Trustees

Meeting Minutes

Thursday, February 8, 2018

Attending: Erin Hawks, Joanne Pinello Kaley, Dr. Stuart Kofsky, Anne Lescher, Wayne Delia, Stacy Olyha, Joanne Pinella Kaley, Maung Htoo

Staff: Mary De Bellis, *Library Director*

Absent: Wendy Bohlinger (beginning Leave of Absence), Davyd Bullock, Keshav Ramji, Dr. Jenny Sung

Guests: Marie Hasenpflug (*prospective Board member*)

Call To Order (Erin)

7:05 pm

Public Comment (Erin)

None.

Correspondence (Erin)

- The Board trustees should check their mail folders more frequently for periodic notifications.
- An advocacy webinar will be held on Friday, February 16 in preparation for Library Advocacy Day in Albany on Wednesday, February 28.
- Two Trustee Essential workshops are scheduled for March: Saturday, March 10 in Saugerties, and Tuesday, March 13 in Poughkeepsie. These workshops are strongly recommended, advance registration is required.
- MHLS voted in their new board; we were notified of the new officers representing Dutchess County, and they mentioned we could invite them to our board meetings.

Consent Agenda

Motion to accept the consent agenda, pulling the Director's Report for discussion: (Joanne/Anne, 7-0). Meeting Minutes, Treasurer's Report, no current Fundraiser report.

Mary discussed project proposals from several telecommunications companies. The original preferred provider was Manchester Communications, rather than Brookfield Technology because they are local, very responsive, professional, more affordable, and have been in the business for over 20 years, but Hudson Valley Telephone seems to provide a more cost-effective solution. Mary is waiting for HVT sales associate to call back with more details about service contract.

Mary plans on attending the Library Advocacy Day in Albany on Wednesday, February 28. Details of the agenda will be available in the February 16 webinar mentioned above.

Mary described some details of the Turning Outwards pilot program promoted by Mid Hudson Library System. It requires the library to have a team of 4 people (staff/trustees) trained to handle community engagement for the purpose of creating and implementing long-range plans.

Motion to approve Director's Report (Stacy/Joanne) approved 8-0.

Board Development/Nominating (Erin)

Board candidate Marie Hasenpflug attended. Her application was submitted. She mentioned a possible conflict with a busy personal schedule, but will try her best to attend as many meetings as possible. We discussed the board policy of three consecutive unexcused missed board meetings resulting in possible trustee dismissal.

Motion to propose Marie Hasenpflug to be appointed a trustee of the Lagrange Association Library (Joanne/Maung) , approved 8-0.

Maung Htoo has volunteered to take the Vice President position. Motion to elect Maung Htoo as Lagrange Association Board of Trustees Vice President (Erin/Stuart), approved 8-0.

Erin passed out a sheet showing the standing committees that need members. Not all Board trustees have responded with preferred committee assignments.

By-Laws Policy (Wayne/Jenny)

Change in charter needed two months advance notice. No problems expected until formal approval by the New York State Board of Regents at their monthly meeting on Monday, February 12.

Old Business (Erin)

None

Long Range Planning (Dr. Sung)

None

Outreach/Marketing (Joanne/Erin)

Thirty people registered attendance at the library donor recognition event out of 33 who sent in RSVP responses of Yes. This was a good-sized and enthusiastic crowd. Alan Bell & Ed Jessup from the Lagrange Town Board attended. We had about the same number as last year. Joanne has sent a thank-you note to Susie Deane for providing music. Many said this was a very enjoyable event.

Personnel (Erin)

Motion to go into Executive Session, 7:34PM, to discuss a personnel matter involving a former employee. (Erin/Joanne) Approved 8-0.

Returned from Executive Session, (Maung/Anne), 8-0, 7:52 PM.

Building (Wayne)

Erin sent copy of lease and extension for attorney Bob Schofield's review, to confirm Alan Bell's understanding that if we do not move out before the end of the lease in December 2019, we can begin looking for other properties and negotiating with other landlords. We discussed surveying the community for expectations of a library, and engaging an architect if we should find a new property. Chris Hillel, owner of the Cetek building for sale on Commercial St, has drastically lowered the original asking price, but chemical contamination concerns remain from the previous use of the site as a semiconductor manufacturing plant.

New Business (Erin)

Stacy Olyha mentioned that her daughter Amanda's library loans out cooking equipment. Stacy offered to follow up to find out how cleaning of the equipment was handled. The idea of renting to patrons as a revenue raiser was also floated.

Wayne will be testing for the NYS Notary Public certification next Tuesday.

No report on number of pre-registered people for the Paintbrushes party fundraiser. A "go/no-go" decision must be made on February 28, before our next board meeting.

Meeting Adjourned at 8:40pm (Maung/ Anne); all were in favor

The next meeting will be held at 7:00 pm on Thursday, March 8, 2018

Respectfully submitted by

Wayne Delia, Secretary, Lagrange Library Board of Trustees