

LaGrange Association Library
Board of Trustees Meeting
Thursday, July 11, 2019 @7:00pm

Meeting Minutes

Attendees: Mary DeBellis, Stacy Olyha, Wendy Bohlinger, Stuart Kofsky, Linda Gaines, Anne Lescher, Erin Hawks, Maung Htoo, Jenny Sung, Andrea Mondello

Absent: Keshav Ramji

- Call to Order 7PM
- Public Comment - none
- Correspondence – none
- Consent Agenda - Motion made to approve consent agenda by Wendy, seconded by Maung, passed by unanimous consent
 - Approval of Meeting Minutes for Thursday, June 13, 2019
 - Director's Report (Mary)
 - Treasurer's Report (Stacy)
- Fundraising (Wendy) – committee just met prior to the board meeting. With baskets and wreath sales and mailing campaigns, the library has raised \$8500.
 - The committee has decided to do baskets on a regular basis, about 5 times a year. October basket is next, and in addition to being featured in the library, the basket will also be featured on the library's table at the Fall Festival in Freedom Park, first weekend in October. Spring basket will be at community day in June.
 - The committee is considering recording a series of very short video vignettes, with why people come to the library, have a few put into the monthly e-newsletter and website. Classes do videos for projects at DCC, so the committee will reach out to them to see if we can get their help.
- Board Development/Nominating (Wendy) – Wendy is discussing board membership with an acquaintance, possibly after the summer.
 - Junior board member Keshav has not attended meetings for some time. Erin will reach out to determine whether he wants to continue to be on the board.
- Bylaws/Policy (Maung) - none
- Long Range Planning (Stuart) – other committee members have added comments to the draft Mary sent, waiting for Stuart to make final comments on the draft. Final draft for board approval will be in the packet for the August board meeting.

- Outreach/Marketing (Anne) - none
- Friends (Anne) – Anne and Erin reported that they were notified that Rich Sassi is resigning as Friends president; at this time there is nobody to do ongoing operational activities. The duties of the position include regularly going through the Friends mail to see when things are due, maintaining the checking account, writing reimbursement checks to the Library occasionally, and keep keeping tax records up to date. Anne will discuss this issue with the current active Friends – perhaps there could be co-presidents to split the burden. Some details need to be taken care of right away, such as adding/removing check signers, which has to be documented through Friends meeting minutes or a letter on stationary and submitted to the bank. Anne will send a note to the resigning president about an upcoming meeting that he must attend.

Other Friends business:

- Booksale June 8 – \$100 in sales
- Friends will keep the book sale prices ongoing, since the one day sale did not bring in that much money
- Changing book sale prices to a “suggested donation” to eliminate the sales tax was suggested
- Personnel (Erin) - none
- Building (Stacy)
 - Motion to go into executive session to discuss ongoing building committee business made by Maung, seconded by Stu, and passed unanimously. Committee went into executive session at 7:30pm.
 - Motion to come out of executive session by Stacy, seconded by Maung passed unanimously. Committee came out of executive session at 7:50pm.
- Old business
 - Auto-renewal circulation statistics
 - The auto renewal is working correctly; Mary tried to research a potential glitch on the account a guest mentioned at the last board meeting, but those items had been returned and were no longer on the patron’s record. Mary confirmed the new renewal date is 3 weeks from the original date when reset by auto renewal.
 - Regarding concerns about auto renewal inflating library statistics raised at the last meeting, Mary discussed with MHLS and they say if the stats are increased significantly from last year, the state will send back a ‘flag’ on those numbers, and we answer the flag with a note about the auto renewal – all the libraries are seeing the increase in their stats, so a “State Note” on the report will explain this.

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- **New Business**

- Potential membership in Dutchess County Chamber of Commerce – Mary reached out and a rep came and discussed membership. Mary feels this is a good fit for the library. – Andrea made a motion that the library join the Chamber, Jenny seconded, and it passed unanimously.
- LaGrange-Sunrise Rotary – second year of Mary’s membership is coming up. Mary feels the Rotary is not a good use of her time as the Rotary is more of a ‘personal’ membership rather than a library membership. She stated she would not be renewing her membership.
- Erin – reminded board members of the need to respond promptly to emails.
- Erin – Adriance Library had a drug overdose in their parking lot recently, which brought up the top of Narcan training. Mary stated that some of the employees have already done the training and the library does have the Narcan kit.

A motion was made to close the meeting by Stacy, seconded by Linda, and passed by unanimous consent. The meeting was ended at 8:07pm.

Next meeting: Thursday, August 8, 2019 @ 7pm

7/29/2019 AMM