

LaGrange Association Library
Board of Trustees Meeting Minutes
Thursday, June 14th, 2018 at 6:00pm

Present: Wendy Bohlinger, Marie Hasenflug, Erin Hawks, Joanne Pinello Kaley, Dr. Stuart Kofsky, Anne Lescher, Stacy Olyha, Keshav Ramji, Dr. Jenny Sung

Staff: Mary DeBellis, Library Director

Absent: Maung Htoo

Call to Order [Erin]: 6:10pm

Public Comment [Erin]: None

Correspondence [Erin]:

- This is Marie Hasenflug's last meeting. She is leaving the Board to pursue other projects.
 - There are no new candidates, but several possibilities were discussed for new board members and will be followed up on.
- The Library received a certificate of participation and appreciation from Duchess BOCES for being a worksite training partner for their special needs students.
- Anne and Stacy were given a binder of the notes from last year's Board retreat.

Consent Agenda:

Motion to accept the Consent Agenda, removing the Director's Report for further discussion. Anne/Joanne – all were in favor.

Director's Report:

- **New Chairs:**
 - Mary has found chairs to replace the ones currently used in the community room. They are black, stackable, lightweight, and can be clipped together. They come with a dolly; Mary will check if all 40 chairs can fit on the dolly.
 - 40 chairs comes out to be about \$1300

- The furniture budget is \$500, while the equipment line is \$9000 (a little less due to the recent phone purchase); if we can move from one line to another we could make it work.
- Erin reminded the board that we are a non-profit and would not be charged tax.
- Motion to allow purchase of chairs to come through the equipment line: Wendy/Jenny – all were in favor.
- There are many options when it comes to getting rid of our current chairs, including:
 - Goodwill
 - Habitat Re-Store (Habitat for Humanity) [They will pick them up]
 - Dumpster (for those in disrepair)
 - Putting them out on the road for free
- **Bookbag Newsletter:**
 - The current letter is sent out three times a year, but the Friends no longer have the money to pay for it.
 - The newsletter was originally sent out four times a year but reduced to three due to costs.
 - There are other expenses besides printing, including staff time and mileage.
 - The newsletter needs to be picked up in Poughkeepsie and then transported to the mailing service in Newburgh.
 - There is a mailing service next to the printer, but it is expensive
 - Only the print newsletter reaches out to non-library users – the e-newsletter and program flyers only reach library patrons.
 - Options put forward and discussed:
 - Mailing just a “Blockbuster” Summer newsletter
 - Finding a new printing/ mailing service
 - Going down to twice or once a year
 - Going to black and white
 - Having the printed newsletter only available in the library, but then
 - We would not reach non-library users to get new patrons
 - Some people want a physical piece of paper to put on their fridge
 - Issue tabled until more information is obtained regarding more economical options

Fundraising Report: None

Board Development/ Nomination:

- Wendy has no recommendations to pursue at this time.
- If anyone has names, please contact her.

Bylaws/Policy: None

Long Range Planning: None

Outreach/Marketing:

- Community day on June 16th will include a table with a raffle for two book baskets as well as a children's craft.
- There will also be flyers to join the Friends as well as tote bags to sell – if a bag is purchased a coupon for free books from the book sale is included.
- Community Conversation flyers and program flyers will also be brought.
- Board members were invited to man the Library table with the staff.

Personnel: None

Building:

- Stacy, Mary, and Erin looked at the recently vacated Abilities First space in this building.
- The space is large and has a lot of potential, but no money was discussed.
- They talked about the possibility of putting in running water for a bathroom or a kitchen.
 - This is feasible depending on the configuration of the space.
- Stacy and Mary will get together and discuss a potential layout, which Stacy offered to create.
- There are follow-up questions about water damage – it may have to be a gut job.
- A question arose about the need for more staff members due to the larger space – this issue is tabled until after a new space is obtained.
- Erin will look into getting answers to the follow-up questions and the board will decide in July if there is more interest.

New Business: None

Motion to adjourn: 6:55pm Anne/Stu – all were in favor

The next meeting will be held at 7:00pm on Thursday, July 12th, 2018.

Respectfully submitted by Anna Mondello, Board Recorder