

LaGrange Library Board Committee Reports - April 2021

Bylaws/Policy Committee: nothing to report

Building Committee

4/21/2021

We reviewed the responses from the Riegers to the email I sent out on 4/15

- 1) We said we're amenable to letting the second floor tenant stay on for 6 months with a possible option to extend for additional time to be determined at the beginning of the sixth month. The Riegers will discuss this in more detail with the second floor tenant and see what they want to do.
- 2) The second floor bathroom per the lease is a common area. Currently the Riegers do the maintenance and cleaning. The Riegers feel that once we have possession of the entire second floor we should take over cleaning and paper supplies.
- 3) Tekcon Heating & Cooling are going to confirm an install date for the final outdated heating unit. The Riegers requested a letter for us from Tekcon as proof that the heating units have been repaired and are working at 100%.
- 4) See Mary's email about the outstanding Central Hudson bill.

In other news:

- When should we get bids for Phase 2A from Barone and other construction companies?
- How will we pay for window treatments (which should cut down on heating/cooling expenses)? i.e. The Friends? The Rotary?
- 4th quote for a cleaning company came in (Personal Touch in East Fishkill). Who will we choose?
- Did Vieth illuminate the building signs?
- Is there any follow up from the Historical Society for a display of some sort?

Capital Campaign

4/19/2021

- 1) The committee is thinking of sending money request letters to LaGrange Businesses, and a bulk mailing to all LaGrange residents.
- 2) Mary is working on a press release to the Poughkeepsie Journal; a ribbon cutting from the Chamber of Commerce; and a re-pricing of the donor plaque since the original quote has expired.
- 3) Sherry is making a mock-up of a new LaGrange Library website, and a better GoFundMe page.
- 4) If not mentioned elsewhere, we need to discuss summer grant money and the Vanguard Fund with regards to Phase 2A.

The Long Range Planning Committee: has no updates. The next action for the committee is to re-review the comments from the survey conducted in 1Q2020, and a meeting will probably be scheduled in May to do so.

Finance Committee:

The Finance Committee met on Thursday, April 15. We conducted our monthly review of the budget status report and the newly developed quarterly budget projection. Clarification regarding the structure and intent of the quarterly report was discussed.

Dan did an outstanding job of presenting his "Investments 101" PowerPoint to the other members of the Committee. The presentation was very comprehensive and Dan did a fabulous job of breaking down a complicated subject matter into terms that made it easily understood.

Dan's presentation also served as a great jumping off point for the Committee to work on reviewing the Investment Policy. We ended the meeting very close to having a policy to recommend to the Policy Committee. Suzanne graciously offered to confer with an expert she knows to answer our question around collateralization. Thanks to her obtaining that response, we should be able to finalize the policy at our next meeting.

Dan asked about the status of the accountant search and Mary said some candidates are under consideration. (Subsequent to the Committee meeting, Mary recommended a candidate for the position.)

Friends:

The friends have agreed to pay for the new library window treatments and have paid the deposit for half of the \$6970 cost. They are eager for normal in house programs to return to improve traffic and help with slow book sales