

LaGrange Association Library
Board of Trustees Meeting
Thursday April 14, 2022 @7 PM
MINUTES

Attendees: Mary DeBellis, Suzanne Davis, Mimi Heslin, Anne Lescher, Kristen Savath, Dan Jacobs, Melanie Wargo, Kevin Lerner

Absent: Keith LaRose, Lucy Johnson, Tim Durniak

Guests: none

Call to Order: 7:01pm

Public Comment - none

Correspondence - Tim Durniak is resigning due to moving out of the town of Lagrange. MHLS shared a notice that professional development sessions are available and online in May and June. If you're unable to attend but are signed up the materials will be sent to you.

Consent Agenda

- Meeting Minutes for March 10, 2022
- Director's Report
- March Financial Reports
 - Motioned - Kevin
 - Seconded - Melanie
 - Dan abstains (as he was not present at last month's meeting)
 - All others in favor

Board Development/Nominating (Suzanne)

- I. **Action Item:** Change in the number of current trustees from 10 to 9 per Tim Durniak's resignation. We will put a plea in the next newsletter for new trustees.
 - Motioned - Anne
 - Seconded - Dan
 - All in Favor
- II. **Action Item:** Appointment of non-trustee Carlos Acosta to serve on the Finance Committee
 - Motioned - Dan
 - Seconded - Anne
 - All in Favor
- III. **Action Item:** Appointment of non-trustee Bob Kaminski to serve on the Building Committee
 - Motioned - Anne
 - Seconded - Kristen
 - All in Favor
- IV. **Action Item:** Appointment of non-trustee Wendy Bohlinger to serve on the Fundraising Committee
 - Motioned - Anne
 - Seconded - Kristen
 - All in Favor

Building (Kristen) - Per the committee report, the architect is aware of the planned \$300,000 spend. We should expect drawings for us to view soon after we sign the proposal. We will need to go through the rebid process for the contractor.

The heating is still not fixed and we have had to pay the additional electric bill to run the heaters. Now the AC is not working properly. Reiger will have someone come tomorrow to investigate, but had no update on fixing the heat.

Bylaws/Policy (Lucy - Kevin covering)

- I. **Action Item:** Disposal of Surplus Property (new policy)- approved as amended during meeting
 - o Motioned - Suzanne
 - o Seconded - Melanie
 - o All in Favor
- II. **Action Item:** Bylaws (revised for role of Treasurer)
 - o Motioned - Dan
 - o Seconded - Kristen
 - o All in Favor

Capital Campaign (Kevin) -We are in a holding pattern until the architect is paid. Community Day on June 11 might be a good opportunity to raise visibility. We could take out an ad in the Community Day book, including a QR code to easily link to the donation page. Kristen suggests revisiting the donation area on the website to better suit the capital campaign. It might be time to reconsider a mass mailing campaign to the whole town to broaden our donor base..

Finance (Dan) - The committee decided to wait until the books are closed for the year to pursue an audit (Q1 of 2023). The banking accounts were simplified to make capital campaign payments easier. IBM & Kyndryl stock - We need authorization reflected in the minutes and on letterhead for Mary to sell the shares.

Friends (Anne) - The Friends funded the new games for adults/teens. They are considering doing a sale prior to construction to reduce stock and would prefer to do it during normal library hours. This could be advertised during Community Day.

Fundraising (Kevin) - The National Library Week flier was sent out. Mimi congratulated the fundraising committee for a successful Donor Event.

Long Range Planning (Keith) - not covered as Keith not present

Personnel (Suzanne)

- I. **Action Item** – Appoint Melissa Orland as P/T Clerk/Passport Agent of approval. Anne motioned, Kristen seconded, all in favor.

Old Business - none

New Business

- I. **Action Item** – 2021 IRS 990 filing - Approval needed at the next meeting after amendments are completed by the CPA
- II. Motion to accept the architect proposal for Phase 2 for \$28,600 plus reimbursables.
 - Motioned - Kristen
 - Seconded - Melanie
 - All in Favor
- III. Motion to authorize payment for up to a full page ad in the Community Day brochure with a value of no more than \$275. Melanie volunteered to put the ad together tomorrow.
 - Motioned - Anne
 - Seconded - Kevin

- All in Favor

IV. Motion to authorize Mary De Bellis, Library Director, to sell IBM & Kyndryl shares.

- Motioned - Dan
- Seconded - Melanie
- All in Favor

Board President Mimi Heslin to write the letter giving the authorization to Mary De Bellis.

Adjournment 8:20

Motioned - Suzanne

Seconded - Anne

All in Favor

SHD 4/22

Next meeting: Thursday, May 12, 2022 @ 7pm

Town Board Meetings – 1st & 3rd Wednesdays of the month: 4/6 & 4/20, 5/4 & 5/18