

LaGrange Association Library
Board of Trustees Meeting
Thursday May 12, 2022 @7 PM

MEETING MINUTES

Attendees: Mary DeBellis, Suzanne Davis, Mimi Heslin, Keith LaRose, Anne Lescher, Dan Jacobs

Absent: Melanie Wargo, Lucy Johnson, Kevin Lerner, Kristen Savath

Guests: none

Call to Order 7:00PM

Public Comment - None

Correspondence - Mimi received a letter from MHLS regarding the Dutchess County trustee nomination process. This letter was to make us aware that the current trustee's term is up in case we want to nominate someone else. The current trustee is running again.

Consent Agenda

I. **Action Item:**

Be it resolved that the Board approve the following items as the Consent Agenda.

- Meeting Minutes for April 14, 2022
- Director's Report
- April Financial Reports
 - Motioned - Anne
 - Seconded - Keith
- Discussion- Mary will investigate the drastic increase in website hits and the adult program numbers. Mary to look into which programs were the very strong online programs last year to see if there are any we should continue.
 - All in favor

Board Development/Nominating (Suzanne) - several people have reached out about joining the board. I've sent them the forms and will follow up again with them tomorrow.

Building (Kristen) - not present. Mimi will ask Kristen to reach out to the architect to get a status update. The AC still is not fixed as they're waiting for a part. Mary recommends that Kristen or someone on the building committee reach out to the landlord about the rent given the temperature issues.

Bylaws/Policy (Lucy) - not present. Mary is working on several policies for review by the committee.

Capital Campaign (Kevin) - not present. Mary will be presenting to the Rotary Club on Tuesday about the next phase of building.

Community Day June 11 - it is recommended that this committee meet prior to the next board meeting to come up with a plan for this event on how we should communicate the Capital Campaign. Should we bring the thermometer graphic, donor cards, what else? We will need people to man the booth as well.

Dan recommends we aim to have the new version of the website ready prior to Community Day. We could have a copy of the QR at the table as well for people to donate using the ad from the program.

Finance (Dan)

I. Action Item:

Be it resolved that the Board accept a gift in the amount of \$252.92 from the Paul Lenci Memorial and approve an increase to the 2022 annual budget in the same amount.

- Motioned - Suzanne
- Seconded - Anne
- All in favor

II. Action Item:

Be it resolved that the Board accept the Learn Play Create (LPC) grant in the amount of \$49,999.99 and approve an increase to the 2022 annual budget in the same amount.

- Motioned - Anne
- Seconded - Suzanne
- All in favor

III. Action Item:

Be it resolved that the Board accept the Stewart's Holiday Match grant in the amount of \$750.00 and approve an increase to the 2022 annual budget in the same amount.

- Motioned - Anne
- Seconded - Suzanne
- All in favor

Friends (Anne) - A request from the Library to fund the Battle of the Books Competition will be discussed at the next Friends meeting.

Fundraising (Kevin) - not present

Long Range Planning (Keith) - nothing to report. Discussion of updating the survey to include a question about in-person vs. virtual programs.

Personnel (Suzanne) - nothing to report

Old Business

I. Action Item:

Be it resolved that the Board accept the 2021 IRS 990 for filing and approve the Board President to authorize Kosar and Company PC to file the return electronically on behalf of the Library.

- Motioned - Dan
- Seconded - Suzanne
- All in favor

New Business

I. Action Item:

Be it resolved that the Board accept the engagement letter from Kosar and Company PC, at their current year fee of \$2,000, with additional billing adjustments made at their standard rate for time spent on Quick Books adjustments, and authorize the Board President to sign the agreement.

- Motioned - Dan
- Seconded - Keith
- All in favor

II. Discussion: Board-to-Board visit from the MHLS Dutchess County trustees

- They would like to attend a board meeting as guests to be aware of what's happening in the libraries. Keith recommended we invite them for the fall.

IV. Anne - Visited the Goshen library recently and got additional ideas for how we could run Friends area setup and donations here.

V. Next meeting - everyone is requested to bring laptops so we can go through Drive together so that everyone can learn how to best use it. Mary is to set up an online meeting so we can record the training session for future reference.

- VI. **Mimi** - There are several areas on the Trustee Handbook that we could discuss in upcoming meetings (one topic per meeting). It will be a good way for us to become more familiar with the handbook and improve our overall strength as a board.

Adjournment

- Motioned - Keith
- Seconded - Suzanne
- All in favor

Next meeting: Thursday, June 9, 2022 @ 7pm

Town Board Meetings – 1st & 3rd Wednesdays of the month

5/4 & 5/18

6/1 & 6/15

Meeting Adjourned: 8:01

Initialed: SHD