

LaGrange Association Library  
Board of Trustees Meeting  
Thursday January 12, 2023 @7 PM

**MINUTES**

**Attendees:** Mary De Bellis, Suzanne Davis, Ann Commisso, Keith LaRose, Melanie Wargo, Dan Jacobs

**Not present:** Anne Lescher, Lucy Johnson

**Guests:** Devon Bryan-awaiting board approval for trustee position. Ric Swierat– Treasurer of MHLS Board of Trustees. Jean Theobald considering trustee role.

**Call to Order** 7:24PM

**Public Comment: None**

Ric Sweirat spoke about his role as a Dutchess County trustee and how MHLS is unique in the nation regarding sustainability focus, broadband coverage equity, and social justice in the patron catalogue.

**Correspondence:** Suzanne shared a thank you card from the staff regarding the staff holiday lunch. Mary shared a letter from Hudson River Housing thanking the library for recent donations received from the library's Great Giveback program in the fall. A nice card about staff members Lisa Sassi and Roseann Weiss from former trustee and current volunteer Joanne Pinello Kaley was shared.

**Consent Agenda**

**Action Item:** Be it resolved that the Board approve and acknowledge the following items as the Consent Agenda:

- Meeting Minutes for 12/8/2022
- Director's Report
- December Financial Reports with the following operating budget adjustments:
  - Receipt of a MHLS Outreach Mini Grant in the amount of \$810 increasing the 2022 annual budget by the same amount
  - Increase ebooks by \$286.52; decrease Hoopla by \$286.52
  - Increase easy picture books by \$728.73; decrease junior non-fiction books by \$728.73
  - Increase rent by \$0.16; decrease electric by \$0.16

Motioned: Melanie

Second: Keith

One abstention

Passed

**Capital Campaign/Fundraising** (Melanie) Donor recognition event to be held March 26. The Board members will provide finger foods. We will not be doing a Valentines basket this year as there isn't enough time. We will instead consider a Spring Fling basket. Mary, Dan and Melanie to research Little Green Light (donor software) to facilitate maintenance of donor records. Pleasant Valley Library uses this software. When building their new library, it was very effective.

**Board Development/Nominating** (Suzanne)

- **Action Item:** Be it resolved that the Board approve the appointment of Devon Bryan as a trustee  
Motioned: Ann C.  
Second: Melanie  
Passed unanimously
- **Committee Members & Chairs:** We are in need of new Chairs as Suzanne's positions are now open. Board Development/Nominating and Personnel. Suzanne will update the committee assignments based upon discussions with Devon.

**Building** (Keith) Has not heard anything from the landlord, so we'll go through the insurance company regarding the month's rent for when we were closed. Mary will call the company. There was some discussion around next steps on the phase 2 construction project. The building and finance committee discussed meeting to work through additional details.

**Bylaws/Policy** (Lucy)

- **Action Item:** Be it resolved that the Board approve the revised personnel vacation benefits policy to grant employees a 5<sup>th</sup> week of vacation after 30 years of service.  
Motioned: Melanie  
Second: Ann C.  
Passed unanimously

**Finance** (Dan) Committee met on 1/11. Report submitted. Will meet on February 9 @7PM. Nothing else to report

**Friends** (Anne) Not present

**Long Range Planning** (Keith). Mary will meet with staff to review the plan draft and gather their input, as they are an integral part of the plan.

**Personnel** (Suzanne)

- **Action Item:** Be it resolved that the Board approve the enclosed personnel actions.  
Motioned: Dan  
Second: Keith  
Passed unanimously

**Old Business** - none

**New Business**

Discussion regarding eliminating Overdue Fines. It will be a loss of \$5-6000 but passport and fundraising revenue more than make up for this amount. After discussion it was agreed by the board that this is something we'd like to begin starting in the second quarter of 2023. Mary will draft a policy or revise the Borrowing Policy for the Board to approve at the next meeting.

Motion to eliminate overdue fines - Keith

Second Melanie

Passed unanimously

The Lions Club will be meeting at the Library on January 23 at 5:30PM. A representative from the Children's Home will speak. The club will be presenting the library with a \$5000 check for furniture for the future children's program room. Suzanne will be present to accept the check.

**Adjournment:** 8:08PM

Motion to approve: Dan

Second: Keith

Passed unanimously

Respectfully submitted,  
Ann Commisso, Secretary

**Next meeting:** February 9, 2023