

LaGrange Association Library
Board of Trustees Meeting
Thursday September 14, 2023 @7 PM

DRAFT MINUTES

Attendees: Mary De Bellis, Suzanne Davis, Anne Lescher, Dan Jacobs, Ann Commisso, Ginnie Genovese, Dr. Lucy Johnson

Absent: Devon Bryan, Keith LaRose, Melanie Wargo

Guests: Susan Birchman who is awaiting Board approval for a Trustee position

Call to Order: 7:00 PM by President Suzanne Davis

Public Comment: None

Correspondence: None

Consent Agenda

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

- Meeting Minutes for August 10, 2023
- Director's Report
- August Financial Reports with the following adjustments to the operating budget:
 - Accept the MHLS Assistive Equipment Mini-Grant in the amount of \$1,200 and increase the operating budget by the same amount
 - Accept the MHLS EDI Mini-Grant in the amount of \$1,000 and increase the operating budget by the same amount
 - Increase the Insurance Reimbursement-Flood line by \$8,311.68
 - Increase the following expense lines:
 - Creativebug by \$19.00
 - Accounting Fees by \$2,900.00
 - Liability Insurance by \$657.58
 - Security by \$3,345.50

Motion to Approve: Anne Lescher

Second: Lucy Johnson

Passed unanimously

Capital Campaign/Fundraising (Melanie, absent)

Suzanne and Melanie met this week. They discussed two Fundraising ideas; a Photo Shoot for families and a Trivia Night.

Suzanne has an acquaintance who is a professional Photographer who suggested that we charge a specific sitting fee and then we would get a percentage of that fee. This seems feasible, but given the short time frame it's something that we'll revisit Spring 2024.

New Yorkers For Better Libraries held a Trivia Fundraiser at Norma's in Wappingers which was enjoyable and a great way to raise money. It was \$20 per person with prizes. We could hold this type of game night in our community room, though at a smaller scale, in January or February 2024.

Board Development/Nominating (Anne)

- **Action Item:** Be it resolved that the Board appoint Susan Birchman as a Library Trustee.

Motion to Approve: Lucy Johnson

Second: Dan Jacobs

Passed unanimously

After checking previous minutes it was determined that November 2023, will be Anne's last board meeting of her second term as Board Trustee. Anne also audits checks weekly. Ginnie is interested in taking on this role. Lucy is interested in taking on the role of Vice President.

Building (Keith, absent)

The Architect is waiting for the documents from the last bidder.

Bylaws/Policy (Lucy) Nothing to report

Finance (Dan)

- **Action Item:** Be it resolved that the Board approve the proposed 2024 Library Budget for submission to the Town.

Motion to approve: Lucy Johnson

Second: Anne Lescher

Discussion: Anne noted that there was a significant number of fines. Mary explained that the number included lost items and fines for items not picked up.

Passed unanimously

Friends (Anne)

The AHS Music Department recently donated a large number of books. Some books will be bundled for the fall festival. Staff member Roseanne does a great job in selecting titles for bundles.

A new "friend" is scheduled to join the team tomorrow, Friday 15th.

Long Range Planning (Keith, absent) Nothing to report

Personnel (Devon, absent)

Action Item: Be it resolved that the Board approve the hiring of Jessica Wiede as full time Youth Services Coordinator at \$21 per hour, effective October 9 2023.

Motion to approve: Lucy Johnson

Second: Dan Jacobs

Discussion: There will be a two month overlap, but we still stay on budget as there was a part time program assistant position vacant.

Passed unanimously

Old Business: Dan asked about the status of the CPA's audit. We're still waiting as the accountant was on vacation.

New Business:

Melanie will be sending out a sign up list for Trustees to help with the Fall Festival. The drawing for the prize will be the week after the festival.

Adjournment: 7:38 PM

Motion to approve: Lucy Johnson

Second: Dan Jacobs

Passed unanimously

Respectfully submitted by:

Ann Commisso, Secretary

Next meeting: October 12, 2023