

LaGrange Association Library  
Board of Trustees Annual Meeting  
Thursday March 14, 2024 @7 PM

**MINUTES**

**Attendees:** Mary De Bellis, President Suzanne Davis, Vice President Devon Bryan, Dan Jacobs, Susan Birchman, Ann Commisso, Ginnie Genovese, Jack Jones, Melanie Wargo

**Absent:** Keith LaRose

**Guests:** None

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

**Public Comment:** None

**Correspondence:** None

**Consent Agenda**

- **Action Item:** Be it resolved that the Board acknowledge and approve the following items as the Consent Agenda:
  - Meeting Minutes for February 8, 2024
  - Director's Report
  - February Financial Reports
  - Corrected January 2024 Budget to Actuals Report

Motion to approve: Melanie Wargo

Second: Ann Commisso

Passed unanimously

**Capital Campaign/Fundraising (Melanie)**

The National Library Week Annual Appeal letter is ready and will be mailed out at the end of March to all donors. We should begin to see responses in early April.

The Spring Fling raffle basket will be on display in the library next Monday or Tuesday.

**Board Development/Nominating (Ginnie)**

- Vacancies: Chair of the Bylaws/Policies Committee and a seat on the Building Committee

Keith might take on this role, but as he's absent we'll address this next meeting.

**Building (Absent)**

Mary reports that the renovations are moving well. The Building Committee needs to meet with the Architect, Megan, regarding HVAC issues in the building lobby potentially affecting the

new space. The stained ceiling tiles in the Community Room were changed, but now the new tiles are beginning to stain. This leakage issue needs to be addressed with the building owner. The Building Committee is in need of another member.

#### **Bylaws/Policy (Vacant)**

- **Action Item:** Be it resolved that the Board approve the revised *Pandemic Policy*.

Motion to approve: Dan Jacobs

Second: Devon Bryan

Approved unanimously

- **Action Item:** Be it resolved that the Board approve the revised *Employee Assistance Program Policy*.

Motion to approve: Ann Commisso

Second: Devon Bryan

Approved unanimously

- **Action Item:** Be it resolved that the Board approve the revised *Computer and Internet Access Policy*.

Motion to approve: Ginnie Genovese

Second: Susan Birchman

Approved unanimously

#### **Finance (Dan)**

Nothing to report. The Finance Committee will meet in April.

#### **Long Range Planning (Absent)**

Nothing to report

#### **Personnel (Devon)**

- **Action Item:** Be it resolved that the Board approve the promotion of Roseann Weiss from Clerk to Senior Clerk at a salary of \$20/hour effective retroactively to January 1, 2024

Motion to approve: Melanie Wargo

Second: Suzanne Davis

Approved unanimously

#### **Old Business: None**

#### **New Business**

- **Action Item:** Be it resolved that the Board approve the 2023 NYS Annual Report.

Motion to approve: Ginnie Genovese

Second: Devon Bryan

Approved unanimously

- **Action Item:** Be it resolved that the Board approve the 2023 Annual Library Report to the Community.

Motion to approve: Melanie Wargo

Second: Ginnie Genovese

Approved unanimously

- **Action Item:** Be it resolved that the Board approve the new MHLS Memo of Understanding to be signed by the Director and Board President.

Motion to approve: Suzanne Davis

Second: Devon Bryan

Approved unanimously

- Capital Campaign donation in memory of former trustee Wendy Bohlinger: Anne Lescher donated \$10,000 for a plaque to be placed in the new Children's Library. This will be on April's agenda as an action item.

- Save the Date: April 25 - Dutchess Library Trustees Reception - if you haven't RSVP'd yet, please do so to Mary.
- Library Space Reorganization Plan - Mary had sent an email about some changes and will physically show the trustees at the conclusion of the meeting.

**Adjournment:** 7:29 PM

Motion to approve: Dan Jacobs

Second: Devon Bryan

Approved unanimously

Respectfully submitted by Ann Commisso,  
Secretary

**Next meeting:** April 11, 2024 at 7:00 PM