

LaGrange Association Library
Board of Trustees Meeting
Thursday November 13, 2025 @7 PM

MINUTES

Attendees: Mary De Bellis, President Suzanne Davis, Ann Commisso, Julie Colacchio, Dan Jacobs, Melanie Wargo, Jack Jones, Devon Bryan, Ginnie Genovese

Absent:

Call to Order: 6:58 pm by President Suzanne Davis

Public Comment:

Correspondence: Letter of Appreciation to Suzanne about library clerk Melissa Orland from a patron

Consent Agenda

- **Action Item:** Be it resolved that the Board acknowledge and approve the following items as the Consent Agenda:
 - Meeting Minutes for October 9, 2025
 - Director's Report
 - October Financial Reports

Motion to Approve: Devon Bryan

Second: Dan Jacobs

Passed: Unanimously

Capital Campaign/Fundraising (Melanie)

- Holiday Basket Raffle
 - Donations to the gift basket are sparse, need more before the book sale
 - Deadline to contribute is November 22
- Year to date donations consist of 147 individual gifts equalling \$30,865
 - \$23,615 for operations so far likely due to:
 - Several new donors
 - Satisfaction with the quality of the library
 - 2024 Annual Report bulk mailing to all LaGrange residents

Board Development/Nominating (Ginnie)

- An individual expressed interest in joining the Board, but works evenings

Building (Jack)

- Met with Reiger to review CAM charges in October

- Accounting was reviewed, we are waiting for Daniel Reiger to reconcile transactions for a final amount.
- A special thanks to Suzanne for the incredible amount of preparation to compile and present the info in a spreadsheet

Bylaws/Policy (Devon)

- Be it resolved that the Board approve the revised Exhibits Policy.
 - In terms of tax clarity, is there a difference between commission and donation?
 - Other libraries have the purchaser of art pay the library, but does that appear as income for the library?
 - In Bylaws/Policy, change wording to “Suggested minimum donation of”

Motion to Approve: Julie Colacchio

Second: Suzanne Davis

Passed: Unanimously

Finance (Dan)

- Year to date return on investment for capital fund is \$33,000

Long Range Planning (Ann)

- The Committee met and finalized the next Long Range Plan. They will be working on the community survey for next year. A QR code to complete the survey will be included on the annual report from the library.
- **Action Item:** Be it resolved that the Board approve the Long Range Plan for 2026-2028.

Motion to Approve: Dan Jacobs

Second: Suzanne Davis

Passed: Unanimously

Personnel (Devon)

- Have phone-screened 6 additional Library Director candidates
 - Suzanne is speaking to one candidate next week
 - A few candidates were not qualified or what the library is looking for
 - It seems as if it is difficult for people to make the transition from working in a library to being the director
- Board is interviewing one candidate tonight

Old Business

New Business

- **Action Item:** Be it resolved that the Board approve the transfer of \$3,000 from the Library operating budget to the Dutchess County Library Association (DCLA) budget for the purchase of eBook content, with reimbursement of the \$3,000 back to the Library from the DCLA upon receipt of Dutchess County grant funds.
 - Must get insurance policy and are still waiting for certificate, if not 2025, will be for next year

- Review the budget line item for next year if necessary

Motion to Approve: Dan Jacobs

Second: Ginnie Genovese

Passed Unanimously

- **Action Item:** Be it resolved that the Board approve the following 9 Library holiday closing days for 2026:
 - New Year's Day, Thursday January 1
 - Memorial Day, Monday May 26
 - Independence Day, Saturday July 4
 - Labor Day, Monday September 7
 - Thanksgiving Eve, Wednesday November 25
 - Thanksgiving Day, Thursday November 26
 - Christmas Eve, Thursday December 24
 - Christmas Day, Friday December 25
 - New Year's Eve, Thursday December 31

Motion to Approve: Devon Bryan

Second: Julie Colacchio

Passed Unanimously

Adjournment: 7:25 pm by Suzanne Davis

Motion to Approve: Ann Commisso

Second: Ginnie Genovese

Passed: Unanimously

Next meeting: December 11, 2025