

**LIBRARY BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING MINUTES  
May 17, 2023 at 7:30 PM**

Meeting Called to Order at: 7:34 pm

**Present:** Jeff Golde, Allison Hendele, Isabel Dominguez, Linda Stutz, David Tabacoff, Tiffany Gordon, Jedediah Ilany, Jennifer Andrews, Liberty Barrett, Erik Carlson, Donna Garofalo

**Absent:**

**Public Comment Period:**

**Approval of Meeting Minutes Linda, Tiffany Gordon - unanimously approved**

**Director Report**

- Cultural Heart of the Community Report
- DLD Grant update

Trying to get outreach table at Food Pantry

Mother's Day cards went well

Ordered tables, canisters and feminine hygiene products, etc

Recycling bins are ordered and on the way

Patio Garden in process - veggies and herbs open to public

Excess will be brought to Food Pantry

Another door counter for Children's Room on order

The clock in the tower waiting for quotes to repair

Frustrated with Village over the grant monies. They have not gotten back with approving vendors. It's been over a month

HVAC has not come in yet to turn on HVAC units and work on keeping them running more efficiently

Loss of monies - \$27,000 paid for HVAC repair from last year. \$15k should have been reimbursed from the grant

New grant to be submitted

Collection development project - best sellers, celebrity book club books

Ferry Con - great success

Erik and Gina took on active roles

**Librarian Report**

- Gina - Mural Project - a family wants to donate monies in memory of their child; Gina will be getting the inspiration, image and budget for mural for Board approval

**Friends' Report**

- [2023-2024 Library Reimbursements](#)
- Friend's annual meeting - good attendance
- Budget is greater - looking at museum pass purchases
- Gina discussed The Story Path - a story walk on the Aqueduct
- Book Sale this Sunday in the garage

New Board members and new volunteers' Jed Suggested two volunteers who would be a good fit

Parking spaces in front of Library being considered by the Village.

## Committee

- Policy & Compliance
  - By-laws
    - Streamlining the process of Filling Board vacancies - to be voted on next month. Discussion on language used as regards budget and allocation of funds in accordance to State laws. Allison making changes and will send to Board. Finance Committee Chair (formerly called Treasurer).The Village Treasurer actually writes checks for the Library according to NYS law.
    - Looking into policy of Director vacation policy - notification
  - Trustee Education
  
- Finance Committee
  - Accept \$250 from [Pilzer Foundation Inc.](#) - motion Jed, Alison - unanimous
  - [2023-2024 Budget](#) approved
  - Fund balances from the Village
    - Library Fund - \$228,425.21
    - Fund Balance - \$274,108.34
  - Jeff asked Erik how much finance information he receives from the Village. Should received monthly statements on Fund balances
  - Jeff is reaching out to Larry so that Erik and the Board have access to monthly bank statements.
  - Chief Finance Officer position needs to be revised. Voted on next month
  - Fine policy to be voted on in June
  - Fund balance needs to be at least \$250k
  
- Marketing
  - Brick update engraving is more expensive than anticipated. Put on back burner.
  - In regards to amnesty mode if this is approved - vote next month
  
- Personnel Committee
  - Paloma Leaving at the end of the month
  - Approve raises for 4 employees
  - Plan for Teen librarian full-time update

## Discussion

- Parking

## Updates/Additional Matters/Next Meeting

### Trustee Education

#### 2023 Trustee Handbook Book Club Schedule

- Financial Planning & Budgeting (Tuesday, June 20, 2023 | 5:00-6:30pm) [REGISTER](#)
- Strategic Planning (Tuesday, August 15, 2023 | 5:00-6:30pm) [REGISTER](#)
- Equity, Diversity, Inclusion, Access & Justice (Tuesday, October 17, 2023 | 5:00-6:30pm) [REGISTER](#)

- Financing & Managing Construction Projects (Tuesday, December 19, 2023 | 5:00-6:30 pm) [REGISTER](#)

Post event details:

- All those who attend a live session will receive a certificate of attendance.
- All those who register will receive a follow up message with a recording of the session.
- All sessions will be recorded and archived on [the landing page for the series](#). No certificates of attendance will be issued by MHLS for independent viewing of a session.

**Announcements**

- Next regular meeting is scheduled for June 21 at 7:30 pm
- Upcoming board meeting dates for 2023 are as follows: September 20 at 7:30 pm

**Adjournment at 9:20**