

**LIBRARY BOARD OF TRUSTEES
REGULAR PUBLIC MEETING MINUTES
April 17, 2024 at 7:30 PM**

Present: Jennifer Andrews, Linda Stutz - co presidents, David Tabacoff, Alison Hendele, Alysa Kociuruba, John Kauffman, Erika Abelon, Mary Mcnamara, Friend's President, Erik Carlson, Library Director, Donna Garofalo, recording secretary.

Absent: Isabel Dominguez, Jedediah Ilany

Public Comment Period:

Approval of Meeting Minutes - unanimously approved

Presidents' Comments

- Meeting called to order 7:34 pm
- Committees have been meeting

Director Report

- DLD grant update - floor register ordered for Lobby; estimates have been received for brackets outside building and patio railings
- Patio furniture update - ordered - hopefully will arrive in 4 weeks; new planters ordered
- Parking change - Village Board approved the resolution - extend to 8 pm; parking on lower Main Street allows for 3 hours - trial until September
- Plumbing problem - toilet clogged with hand towels - two separate incidents documented to see who is responsible - police aware of the incidents. Restrooms were sanitized and a temporary rug replaced in Children's Room. Insurance has been contacted regarding coverage
- Eclipse viewing went well. Well attended

Librarian Report

- Comedy Showcase SRO here at the Library. Friends are now contributing to the show
- Concert with Sheila Noonan good attendance

Friends' Report

- Tea this Saturday 4/20 - continuing membership drive
- Annual meeting 5/22
- Looking for Vice President next election
- Book Sale in June 23, 2024

Committee Reports

- Policy & Compliance
 - Computer Signage, Computer Use Policy - Alysa reported on their meeting to revise signage
 - Policy reviews also had Eric's input for guidelines
 - There will be a link to the General Policies on the Library website
 - Motion to approve unanimously
 - Committee also wants to continue to update policies that are past 5 years

- Finance Committee
 - o FY 2025 Budget - will vote next month on the budget proposed to the Village
 - o Increase in budget for personnel; a decrease in the appropriation fund balance deposit; under budget by \$55k; interest earnings increased Library revenue
 - o Hull Estate Funds for carpet in children's playroom
 - o Using fund balance for alarm system Erik waiting for estimates on a new system; need to upgrade cameras and software system
 - o Resolutions to decommission equipment
 - 1 Dell monitor
 - 3 iPads
 - 2 Dell PC's
 - Brother fax machine
 - water fountain
 - Vacuum Cleaner
 - Scanner
 - o Motion made by Jennifer Andrews, Dave Tabacoff seconded; unanimous approval
 - o Reviewed revenue and expense reports and found them to be accurate.
- Personnel Committee
 - o Library Assistant position - Gretchen on extended leave
- Building Committee
 - o Patio Furniture
 - o Mary's Yarns crocheted flowers and decorated benches in the front plaza.
- Data and Research Committee
 - o Report on progress - data committee met and will be requesting additional data from Erik

Items up for Vote

- Computer Use Policy
- Decommission outdated equipment

Discussion

- Trustees - monthly insights

Executive Session

Updates/Additional Matters/Next Meeting

Announcements

- Next regular meeting is scheduled for May 15, 2024
- Upcoming board meeting dates for 2024 are as follows: 5/15 and 6/19

Adjournment motion to adjourn

Dave Tabacoff motion to adjourn unanimous approval.

Trustee Education

Resources:

- <https://midhudson.org/trusteebookclub/>
- <https://www.nysl.nysed.gov/libdev/trustees/webinars.htm>
- Terry Krichner can also come and do a training
- Erik asked if the Trustees would be interested in Trustee Education. He can contact Terry with suggestions for topics, etc. Perhaps do an hour before Board meeting.

2024 Trustee Handbook Book Club Schedule - Erik has updated schedules for the Trustees.