



Library Board of Trustees Meeting – APPROVED 9/20/22
August 9, 2022, via videoconference and in person

ATTENDEES:

Presiding Officers:

Michael Poost, President
Shay Harrison, Vice President
Lynne Oudekerk, Treasurer
Mari Harris, Secretary
Amanda Miller, Trustee
Camie Engel, Trustee

Excused:

Katie Sheehan, Trustee

Library staff, Community Partners & Members of the Public:

Jill Dugas Hughes, Library Director
Charlie Pensabene, FOEGCL

A Library Board of Trustees meeting of the East Greenbush Community Library was held on August 9, 2022, at the East Greenbush Community Library and virtually, via videoconference. It began at 7:50 pm and was presided over by Michael Poost, President, with Mari Harris as Secretary. Meeting was recorded.

CALL TO ORDER: Mr. Poost called the meeting to order at 7:50pm.

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

MOTION #2022-08-60: Ms. Oudekerk made a motion to approve the June 28, 2022 Library Board Meeting minutes, as presented. 2nd by Ms. Engel. All in favor. None opposed. The motion carries.

TREASURER’S REPORTS:

Ms. Oudekerk presented financials for periods of June 21 through June 27, 2022 and June 29 through August 2, 2022. Library remains in secure financial position. National Grid expense increased 35% compared with same time frame in 2021. Rise in energy costs, library open more hours than last year during this time frame, and increased power usage to maximize fresh air into



building are contributing factors to this increase. Overall operating expenses remain within budget.

MOTION #2022-08-61: Ms. Miller made a motion to accept the Off-Warrants in the amounts of \$46,941.85 for the period June 21 through June 27, 2022, and \$204,747.48 for the period June 29 through August 2, 2022, as presented. 2nd by Ms. Harris. All in favor. None opposed. The motion carries.

MOTION #2022-08-62: Ms. Engel made a motion to authorize the signing of the Warrant dated August 2, 2022 in the amount of \$12,701.13, as presented. 2nd by Mr. Harrison. All in favor. None opposed. The motion carries

MOTION #2022-08-63: Ms. Engel made a motion to approve the Financials with 58.6% of the year completed, as presented. 2nd by Ms. Harris. All in favor. None opposed. The motion carries.

COMMITTEE REPORTS:

Administrative: No report

Services: No report

Budget: No report

Committee meetings dedicated to finalizing draft 2023 Budget Proposal so it could be presented for public comment on August 9, 2022 at 7 pm.

DIRECTOR'S REPORT:

Ms. Dugas Hughes presented the director's report covering Library top initiatives and activities over the June and July months. Both the adult and children Summer Reading Programs were successful, with very high participation and positive feedback received from participants. Chicken Incubation Project allowed in-person and online viewing of chick's hatching and was also very well-received. Reopening meeting rooms to the public anticipated in October.

Library has registered with Little Free Library Association in support of the 2 little book house sites: a collaborative effort between the Library, Town of East Greenbush, Electric Rail Trail, and Friends of East Greenbush Community Library. Special thanks to Trustee Camie Engel and volunteer Jamie Tedeschi who donated his time and materials, creating the little book houses that will be installed on the rail trail.

PERSONNEL MATTERS:



MOTION #2022-08-64: Mr. Harrison made a motion to approve the Personnel Memorandum from the Director, dated August 9, 2022, authorizing the hourly wage change for building maintenance worker, as presented. 2nd by Ms. Miller. All in favor. None opposed. The motion carries.

OLD BUSINESS:

MOTION #2022-08-65: Ms. Miller made a motion to approve that the proposed 2023 budget in the amount of \$2,332,682, which includes a tax levy increase in the amount of 6%, be presented to the public for a public vote on Tuesday, September 13, 2022. 2nd by Ms. Engel. 5 in favor. 1 opposed. The motion carries.

LIAISON REPORTS:

Friends of East Greenbush Community Library:

Mr. Pensabene reported:

- Shed is filling up with donated books.
- Ongoing book sales inside the library are bringing in over \$1000/month. The Library is accepting credit card payments for books on behalf of FOEGCL and reconciling same monthly.
- FOEGCL hired a new company to haul books during book sale that will save time and money.

Town of East Greenbush: None

Rensselaer County: None

Upper Hudson Library System:

Ms. Engel reported that UHLS Annual Report has been approved by NYS Division of Library Development. UHLS Racial Equity Training for Library trustees will be coordinated by Ms. Engel.

NEW BUSINESS:

Building:

Mr. Harrison requested that we reconsider solar energy use/options by Library, given extreme increase in energy costs. Ms. Dugas Hughes advised that Sustaine Energy Co. is reviewing potential savings options and more efficient energy use for Library. Board requested that building engineer firm conduct full building conditions survey in 2023 and include energy evaluation, for pursuit of comprehensive approach to maintenance, repairs, and renovation of building and associated facilities.



Meeting Format Options:

Discussed future Board meeting options, i.e., in-person, recording and posting to library website via YouTube, livestreaming, combination thereof. Open Meetings Law allowed remote attendance by trustees during pandemic. Format to be decided at next meeting under Old Business.

EXECUTIVE SESSION:

Ms. Dugas Hughes was provided copy of director's contract draft then excused from meeting.

MOTION 2022-08-66: Ms. Oudekerk made a motion to enter Executive Session at 8:50 p.m. to discuss director's contract. 2nd by Ms. Miller. All in favor. None opposed. The motion carries.

MOTION 2022-08-67: Mr. Harrison made a motion to exit Executive Session at 9:53 p.m. 2nd by Ms. Miller. All in favor. None opposed. The motion carries.

ADJOURN:

MOTION #2022-08-68: Motion to adjourn the August 9, 2022 Board meeting was made by Ms. Oudekerk at 9:55 pm. 2nd by Ms. Miller. All in favor. None opposed. The motion carries.

Respectfully submitted,

Mari Harris, Secretary