

**EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING
JULY 16, 2019**

Approved 9/17/19

In attendance: Michael Poost – President
Kevin McCann – Vice President
Lynne Oudekerk – Secretary
Bob West – Treasurer
Jill Dugas Hughes - Library Director
Elizabeth Giugno – Trustee
Mari Harris - Trustee
Shay Harrison – Trustee
Holly Kennedy – Town of Est Greenbush
Tom Grant – Rensselaer County
Eileen Riley – Recording Secretary

PUBLIC COMMENT: None.

MINUTES: The following corrections were made to the June 18, 2019 minutes:

- under Service Committee the word “policies” was inserted after circulation;
- under Health Insurance Budget Committee the words “will be” were inserted after the 2022.

MOTION: Mr. McCann made a motion to accept the minutes of the June 18, 2019 minutes as corrected. 2nd Ms. Oudekerk. All in favor. None opposed. The motion carried.

BUDGET REPORT:

The 2020 budget is in the amount of \$2,136,548.00, an increase over 2019 of 1.5%.
\$1,721,445.00 from East Greenbush, a levy increase over 2019 of 2.5%.
\$311,313 from Schodack.
\$4,800.00 from Rensselaer County & New York State.
\$98,981.00 from other sources (fines, fees, interest, Friends, etc.).
The bond on the building will be paid in full in 2020.

MOTION: Mr. McCann made the following motion:

Whereas it is the intention of the Board of Trustees of the East Greenbush Community Library to comply with the requirements outlined in the NYS Property Tax Freeze Credit; Be it resolved that the Board of Trustees of the East Greenbush Community Library shall present to the public on September 5, 2019 the proposed 2020 Budget in the amount of \$2,136,548.00. This budget constitutes a 1.5% increase over the board approved 2019 Amended Budget.

2nd Mr. West. All approved. None opposed. The motion carried.

Mr. Poost & Mr. McCann thanked Mr. West, Ms. Dugas Hughes & the Budget Committee for their effort and work on the budget.

TREASURER’S REPORT:

MOTION: Ms. Giugno made a motion to accept the Off Warrant dated July 10, 2019 in the amount of \$98,881.61. 2nd Mr. McCann. All in favor. None opposed. The motion carried.

MOTION: Ms. Oudekerk made a motion to authorize the signing of the Warrant dated July 10, 2019 in the amount of \$32,672.14. 2nd Ms.Harris. All in favor. None opposed. The motion carried.

MOTION: With 52% of the year completed, Mr. McCann made a motion to accept the P & L and Balance Sheet as presented. 2nd Ms. Harris. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to transfer \$969.34 from the Hurr account to the Operations Account to cover East Greenbush Community Library expenses for the Hurr Education Center dedication, which were paid from Operating Funds. 2nd Ms. Oudekerk. All in favor. None opposed. The motion carried.

ADMISINTRATION COMMITTEE: No meeting.

SERVICE COMMITTEE: No meeting.

FRIENDS OF THE EAST GREENBUSH COMMUNITY LIBRARY: No report.

TOWN OF EAST GREENBUSH:

Summer camp, Music in the Park and Movies in the Park have all been successful.
Michael Road to be striped for safety.
Shredding event will be held this Saturday from 9am-Noon at Town Hall.

RENSELAER COUNTY: Budget meetings have begun.

UHLS:

Annual dinner was held in June.
At the end of the legislative session, funds were added for construction grants.
East Greenbush has not submitted any grants.

DIRECTOR'S REPORT:

Library statistics reported.
Plan to upgrade telephone system discussed. Proposed hybrid system with digital phones.
Summer reading programs and progress.
Instituting reader-to-reader recommendations.
10,000 book challenge for the summer.

PERSONNEL MEMO:

MOTION: Mr. Harrison made a motion to approve the Personnel changes as presented. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

OLD BUSINESS:

Financial Review in progress, in lieu of audit.
Library card policy was tabled until the September meeting.

MOTION: Ms. Oudekerk made a motion to approve the Building Mechanical Systems HVAC contract with BPI Mechanical. 2nd Mr. West. All in favor. None opposed. The motion carried.

MOTION: Ms. Giugno made a motion authorizing the application for a NYS Construction Grant in the current cycle up to \$120,000.00 of which the Library would be responsible for 50%. 2nd Ms. Oudekerk. 7 approved. 1 opposed. The motion carried.

MOTION: Ms. Harris made a motion to adjourn @ 9:30. 2nd Ms.Oudekerk. All in favor. None opposed. The motion carried.

Respectfully submitted,
Eileen Riley, Secretary to the Board