

**EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING
NOVEMBER 13.2018**

Approved December 18, 2018

In attendance: Michael Poost – President
Kevin McCann – Vice President
Jill Dugas Hughes – Library Director
Elizabeth Giugno
Mandy McCord
Shay Harrison
Lynne Oudekerk –Trustee elect
Liz Reyner – President Friends of the Library
Holly Kennedy – Town of East Greenbush

Bob West & Jim Lansing – excused

Meeting called to order at 7:35pm.

PUBLIC COMMENT: None.

MINUTES:

MOTION: Mr. McCann made a motion to accept the minutes of the October 16, 2018 Board meeting. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

TREASURER'SREPORT:

MOTION: Ms. Giugno made a motion to accept the Off-Warrant dated November 11, 2018 in the amount of \$96,326.74. 2nd Ms. McCord. All in favor. None opposed. The motion carried.

MOTION: Ms. Giugno made a motion to authorize the signing of the Warrant dated October 18, 2018 in the amount of \$18,172.13. 2nd Ms. McCord. All in favor. None opposed. The motion carried.

MOTION: With 85% of the year completed, Ms. McCord made a motion to accept the P & L and Balance Sheet as presented. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

ADMINISTRATION COMMITTEE:

A trustee position has opened up. The person who ran in the last election with Ms. Oudekerk will be offered the opportunity to interview for the seat. If that person no longer wants to serve, a member of the Friends has expressed an interest and will be interviewed.

Ms. Dugas Hughes and Mr. Harrison will review signs for the HURR Room.

MOTION: Ms. Giugno made a motion to approve the facilities staffing plan which includes changing the Building Maintenance Mechanic position from part-time to full-time and hiring an outside cleaning company at no increased cost. 2nd Mr. McCann. All in favor. None opposed. The motion carried.

SERVICE COMMITTEE:

The laptop loan policy will be updated and ready to be authorized at the December meeting.
Online credit card donations will be ready to be discussed at the December meeting.
For future public elections, voting information will be on the Library website.

PERSONNEL MEMO:

MOTION: Mr. McCann made a motion to accept the Personnel Memo as presented. 2nd Mr. Harrison.
All in favor. None opposed. The motion carried.

DIRECTOR'S REPORT:

October lending up 4%, computer use up 13.3%.
Research questions continue to increase.
75 Library programs in October with 1,701 attendees.
A volunteer coordinator is needed for the Farmer's Market.
NYSLERS bill for 2019 will show a savings.
Molly Chatt, Laurie Dreyer, Jill Dugas Hughes and Liz Reyner attended the NYLA conference.

FRIENDS OF THE LIBRARY:

The end-of-year solicitation letters will be sent again.
The 2019 planning meeting will take place in January.
Fundraising ideas suggested at NYLA.

TOWN OF EAST GREENBUSH:

A preliminary plan for land use in the town is being developed. An engineering firm has been hired to write the plan and public workshops will be held for residents.
The 2020 zoning laws are in the 2nd phase.
Regeneron has requested an expansion on Temple Lane to build a 2nd building and a parking garage. 1,800 employees will be added. A public comment meeting will be held on Wednesday, November 11.

UHLS:

Proposing a year extension on the current contract.
The construction grant has been redistributed and East Greenbush received an additional \$5,000.00 for a total of \$52,900,00 of the \$59,000.00 originally requested.

RENSSELAER COUNTY: No report.

OLD BUSINESS:

The Volunteer event was appreciated.

NEW BUSINESS:

The Nominating Committee members for the 2019 Board officers are Mr. Harrison, Ms. Giugno, and Mr. McCann.

The Board entered Executive Session at 8:47 pm.

Respectfully submitted,
Eileen Riley, Recording Secretary