

**EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING
OCTOBER 24, 2017**

In attendance: Michael Poost – President
Mandy McCord – Vice President
Kevin McCann – Treasurer
Jim Lansing – Secretary
Jill Dugas Hughes – Library Director
Lisa Fox
Elizabeth Giugno
Bob West
Shay Harrison - to be seated on the Board 1/1/18
Lynne Oudekerk – Friends of the Library
Eileen Riley - Secretary to the Board of Trustees

Meeting called to order @ 7:33.

PUBLIC COMMENT: None.

MINUTES: The minutes were corrected as follows:

- 1st sentence Administration Committee corrected to read “report & determined”;
- 1st sentence in Service Committee corrected to read “department”.

MOTION: Mr. Lansing made a motion to accept the minutes of the September meeting as corrected. 2nd Mr. McCann. All in favor. None opposed. The motion carried.

TREASURER’S REPORT:

MOTION: Ms. Fox made a motion to authorize the signing of the Warrant dated 10/19/17 in the amount of \$45,691.23. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

MOTION: Ms. Fox made a motion to accept the Off Warrant dated 10/19/17 in the amount of \$97,433.58. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

MOTION: With 80% of the year completed, Ms. Fox made a motion to accept the P & L ``& Balance Sheet as presented. 2nd Mr. Lansing. All in favor. None opposed. The motion carried.

ADMINISTRATION COMMITTEE: No report.

SERVICE COMMITTEE: No report.

FRIENDS OF THE EAST GREENBUSH LIBRARY:

- The Children’s Book Sale raised \$6300.00.
- The Fall Book Sale will be held November 2-5.
- The Fiends are sponsoring a quilt raffle.
- Candidates for officers on next year’s Board are being identified.

TOWN OF EAST GREENBUSH: None.

UHLS: Mr. Poost attended the meeting.

A new executive assistant has been hired.

This year's request for construction grants exceeds the available funds. With \$650,000.00 available, only 3 libraries were selected to receive grants, 1 receiving \$500,000.00. East Greenbush will not receive the requested \$50,000.00 construction grant.

DIRECTOR'S REPORT:

100 applications have been received for the Community Relations Coordinator.

20 applications have been received for the Library 1 position.

The facilities position is not out yet.

There has been no negative feedback from the community on service.

Strategic Plan Update:

goal #1: fund raising;

goal #2: develop partnerships across the community;

goal #3: a volunteer program.

PERSONNEL MEMO

MOTION: Mr. McCann made a motion to accept the Personnel Memo as presented. 2nd Mr. West. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

OLD BUSINESS:

The cost of the heat pump project is \$139,600.00. The first grant in the amount of \$22,750.00 has been received & is in the Capital Reserve fund. The 2nd grant in the amount of \$50,000. 00 has not been received.

MOTION: Mr. McCann made a motion that the Board move to accept the low bid of \$139,600.00 with the understanding that the contractor will split the work in such a fashion with the understanding that we will maintain our eligibility for the next grant cycle. 2nd Mr. Lansing. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to adjourn @ 9:22. 2nd Lisa. All in favor. None opposed. The motion carried.

Respectfully submitted,
Eileen Riley, secretary to the Board of Trustees