

**EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING  
DECEMBER 15, 2015**

**Approved 1/19/16**

In attendance: Michael Poost – President  
Lisa Fox – Vice President  
Kevin McCann – Treasurer  
Mandy McCord – Secretary  
Jill Dugas Hughes – Library Director  
Jennifer O’Brien  
Elizabeth Giugno  
Eileen Riley – Recording Secretary  
Jim Lansing – excused

Meeting called to order at 7:05.

**PUBLIC COMMENT:** None.

**MOTION:** Ms. O’Brien made a motion to accept the minutes as presented. 2<sup>nd</sup> Mr. McCann. No questions. All in favor. None opposed. The motion carried

**TREASURER’S REPORT:**

**MOTION:** Ms. Fox made a motion to authorize the signing of the Warrant of December 8 in the amount of \$18,900.14. 2<sup>nd</sup> Ms. O’Brien. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

With 94% of the year completed, the Board agreed to pay the full balance of the Umbrella Policy bill by the end of the year. The Board also agreed to discuss a possible new process for insurance and Workers’ Compensation for 2017.

**MOTION:** Mr. McCann made a motion to approve renewing with Utica National for 2016. 2<sup>nd</sup> Ms. Fox. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

**MOTION:** Ms. O’Brien made a motion to accept the P & L, Balance Sheet and Gift and Grant Report as presented. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

**MOTION:** Ms. Giugno made a motion to accept the Off Warrant in the amount of \$75,753.50. 2<sup>nd</sup> Ms. Fox. No questions. All in favor. None opposed. The motion carried.

**MOTION:** Ms. O’Brien made a motion to approve the salary increases as presented in the budget. 2<sup>nd</sup> Ms. Fox. No questions. All in favor. None opposed. The motion carried.

Mr. McCann thanked the Board for their service in 2015 and thanked Ms. Dugas Hughes for the effort and speed with which she has taken on directorship of the Library.

**DIRECTOR'S REPORT:**

The President and Vice President of the Friends of the Library have been added to the list of those who will receive notices and minutes of meetings.

Had a "get to know you" meeting with the Director of the North Greenbush Library.

Is interested in creating a Memorandum of Understanding which would define the roles and relationship between the Board and the Friends of the Library.

**OLD BUSINESS:**

**MOTION:** Mr. McCann made a motion authorizing the President to sign a contract for the DCC Controls Project after due diligence has been done with the bidders. 2<sup>nd</sup> Ms. Fox. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

An energy study is being conducted by National Grid and it is possible that some issues may be covered by a grant, specifically work involved with the Controls Replacement Project.

**NEW BUSINESS:** None.

**BOARD COMMENTS:** None.

**MOTION:** Mr. McCann made a motion to adjourn at 8:20. 2<sup>nd</sup> Ms. Fox.

Respectfully submitted,  
Eileen Riley, Recording Secretary