

**EAST GREENBUSH MEETING COMMUNITY LIBRARY BOARD  
MARCH 21, 2017**

**Approved 4/18/2017**

In attendance: Michael Poost- President  
Mandy McCord- vice President  
Kevin McCann- Treasurer  
Lisa Fox  
Elizabeth Giugno  
Bob West  
Lynne Oudekerk- Friends of the Library  
Tom Grant- Town of East Greenbush  
Eileen Riley- Recording Secretary

Absent: Jill Dugas Hughes- excused  
Jim Lansing- excused

**Minutes:** Corrected as follows:

Motion# 5: Following \$6,095.12 add for the LED project.

Draft Circulation Policy: The question of issuing library cards to children has been referred to committee.

Old Business: 5 sentence "foe" corrected to "for".

**MOTION:** Ms. Fox made a motion to accept the minutes as corrected. 2nd Ms. Giugno. No further questions. All in favor. None opposed. The motion carried.

**MOTION:** Ms. Fox made a motion to authorize the signing of the Warrant dated March 16,2017 in the amount of \$17,865.60. 2nd Ms. Giugno all questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

**MOTION:** With 21% of the year completed, Ms. McCord made a motion to accept the P & L & Balance Sheet as presented. 2nd Ms. Giugno. All in favor. None opposed. The motion carried.

**MOTION:** Ms. Fox made a motion to accept the Off-Warrant dated March 16, 2017 in the amount of \$88,747.57. 2nd Ms. Giugno. All in favor. None opposed.

**ADMINISTRATION COMMITTEE:** Met March 7, 2017. Continued discussion on credit cards, community bulletin board, facility staffing, Farmers' market, & the sale of spirits @ the market.

**SERVICES COMMITTEE:** Met March 7, 2017. Continued discussion on pending policies, circulation policies, library cards for children & art exhibits.

**OLD BUSINESS:**

Indoor lighting project to install LED lighting will be completed this week.

A Bid package for the program to replace the heat pumps is needed. An engineer is needed to do the technical aspects. The Director will do the non-technical.

**MOTION:** Mr. McCann made a motion to accept the 2nd reading of the Community Bulletin Board(s) & Literature & Rack(s) Policy. 2nd Ms. Giugno. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

Ms. Dugas-Hughes will edit the: "Working Together" Guidelines into an appropriate Library document, including a review with the Friends.

**NEW BUSINESS:**

The Director has requested permission to engage with the auditors to review the 2016 audit. This will be reviewed & approved at the April meeting.

Mr. Poost advised the Board that Library insurance allows craft, wine & brewing distilleries to participate in the Farmers' Market.

**TOWN OF EAST GREENBUSH: No report.**

**FRIENDS OF THE LIBRARY:**

Suzanne Aiardo retiring.

Possibility of using credit cards@ the Book Sale May 4-6, 2017.

Ms. Fox made a motion to adjourn @ 8:55. 2nd Ms. McCord.

Respectfully submitted,  
Eileen Riley, Recording Secretary