

SEPTEMBER 20, 2016

In attendance: Michael Poost – President
Kevin McCann – Treasurer
Jill Dugas Hughes – Library Director
Lisa Fox
Jennifer O’Brien
Judith Maguire – Treasurer of the Friends of the Library
Tom Grant – Town of East Greenbush
Eileen Riley – Recording Secretary

Excused: Jim Lansing, Mandy McCord, Elizabeth Giugno.

Meeting called to order @ 7:30.

PUBLIC COMMENT: None.

MINUTES:

MOTION: Ms. O’Brien made a motion to accept the July 2016 minutes as presented. 2nd Ms. Fox. 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 dated 9/20/16 in the amount of \$56,408.89. 2nd Ms. O’Brien. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

MOTION: With 71% of the year completed, Ms. O’Brien made a motion to accept the P & L and Balance Sheet as presented. 2nd Ms. Fox. No questions. All in favor. None opposed. The motion carried.

MOTION: Ms. Fox made a motion to accept the 9/20/16 Off Warrant which includes the Off Warrant for August and September and the August Warrant in the amount of in the amount of \$210,380.84. 2nd Ms. O’Brien. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion passed.

BUDGET MEMO:

MOTION: Ms. Fox made a motion to amend the 2016 budget to reflect the discovery that the first payroll designated for 2016 had been backdated to December 31, 2015 by our payroll company and must therefore be reflected in the 2015 final budget. The total Transfer FY15 line is adjusted to \$29,600.25, total Salaries line is adjusted to \$885,952.03 and the SS & Medicare line is adjusted to \$71,099.22. 2nd Ms. O’Brien. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

PERSONNEL MEMO:

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

DIRECTOR’S REPORT:

A Pre-School Open House is planned for January 21, 2017 from 11:00 to 1:

The meeting rooms will be available for tutoring when not in use.
A program called Digital Grandparents will begin with high school and college students volunteers as trainers.
A Volunteer Appreciation event is scheduled for November 11 at 7:00.

FRIENDS: Additional help, including teen volunteers, is needed for the Book Sale.

TOWN OF EAST GREENBUSH: An audit has been scheduled for the Town.

NEW BUSINESS: A discussion was held regarding the attorney letter for the Ruth Hurr living trust which has named the library as a beneficiary.

MOTION: Ms. O'Brien made a motion authorizing Ms. Fox to contact the attorney to discuss the bequest. If the result is satisfactory to Ms. Fox, Mr. Poost is authorized to sign the bequest. 2nd Mr. McCann. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

AUDIT:

MOTION: Mr. McCann made a motion to accept the audit as presented. 2nd Ms. Fox. No questions. All in favor. None opposed. The motion carried.

CONSTRUCTION GRANT APPLICATION:

MOTION: Ms. Fox made a motion authorizing the emergency expenditure to replace heat pump #17. 2nd Mr. McCann. All in favor. None opposed. The motion carried.

MOTION: Mr. McCann made a motion to approve the submission of the Public Library Construction Grant application to replace the heat pump and transition to energy efficient LED lighting in the amount of \$93,114.00, of which 50% or \$46,557.00 will be covered by a NYS Education Department grant . 2nd Ms. Fox. All questions were answered to the satisfaction of the Board. All in favor. None opposed. The motion carried.

SIDEWALK PROPOSAL:

MOTION: Mr. McCann made a motion authorizing the signing of the release to perform contract work on public land with the additional language as discussed. 2nd Ms. O'Brien. All questions were answered to the satisfaction of the Board. All in favor. None opposed.

Respectfully Submitted,
Eileen Riley