

**EAST GREENBUSH COMMUNITY LIBRARY BOARD MEETING  
OCTOBER 15, 2019**

**APPROVED 12/17/2019**

In attendance: Michael Poost – President  
Kevin McCann – Vice President  
Bob West – Treasurer  
Lynne Oudekerk – Secretary  
Jill Dugas Hughes – Library Director  
Mari Harris  
Elizabeth Giugno  
Shay Harrison  
Liz Reyner - Friends of the East Greenbush Library  
Hollie Kennedy – Town of East Greenbush  
Eileen Riley – Recording Secretary

**PUBLIC COMMENT:** None

**MINUTES:**

**MOTION:** MS. Oudekerk made a motion to accept the minutes of the September 17, 2019 meeting as presented. 2<sup>nd</sup> Ms. Harris. All in favor. None opposed. The motion carried.

**TREASURER’S REPORT:**

**MOTION:** Mr. McCann made a motion to accept the Off Warrant dated October 10, 2019 in the amount of \$139,309.74. 2<sup>nd</sup> Ms. Giugno. All in favor. None opposed. The motion carried.

**MOTION:** Ms. Oudekerk made a motion to authorize the signing of the Warrant dated October 9, 2019 in the amount of \$26,628.67. 2<sup>nd</sup> Mr. McCann. All in favor. None opposed. The motion carried.

**MOTION:** With 78% of the year completed, Mr. McCann made a motion to accept the P & L and Balance Sheet as presented. 2<sup>nd</sup> Ms. Giugno. All in favor. None opposed. The motion carried.

**ADMINISTRATION COMMITTEE:**

Discussion of UHLS fee schedule and its arbitrariness. A decision was made to accept it this year but recommended the Board revisit the fee process with the intention of making it more equitable.

Ms. Dugas Hughes and Mr. Poost will respond to the UHLS Draft 3-year contract and fee structure with a letter from the library board.

The Matters proposal regarding the changing of the Libraries name would require a change in policy, the by-laws, the charter and the way the Library deals with outside agencies. The Education Department strongly recommended against it. Ms. Dugas Hughes and Mr. McCann will draft a letter to be signed by Mr. Poost and send it to the Board for approval.

**SERVICE COMMITTEE:**

A subscription to Hoopla is being purchased. It will supplement Overdrive and provide over 7,000 titles and add streaming music and videos with no waiting list. Its use will be limited to East Greenbush Cardholders.

**TOBACCO AND SMOKE FREE POLICY:** 1st Reading. Will be amended to reflect that it is in accordance with NYS law.

**FRIENDS OF THE EAST GREENBUSH LIBRARY:**

- The Children's Festival realized a profit of \$5,053.82. Expenses were less than \$1,000.00.
- The Adult Book Sale is this weekend.
- A candidate for Treasurer will be presented at the November 19, 2019 meeting.

**TOWN OF EAST GREENBUSH:**

- Public hearings will be held on the Planned Development District. They will include workshops to discuss the project, a public comment period and a Town Hall meeting.
- The preliminary town budget will be presented at the town meeting on November 11, 2019.
- Live streaming in Court Rooms and at Board meetings will begin in the New Year.

**RENSELAER COUNTY:** No report.

**UHLS:**

- With extra funds to distribute, our project will receive 53.8% in the amount of \$81,425. Our contribution will be 46.2%.
- The budget draft for 2020 will have an increase of 1-2%.
- The 2018 Financial Review found no changes are necessary.
- There are problems with the company that does deliveries.

**PERSONNEL MEMO:**

**MOTION:** Mr. West made a motion to accept the Personnel Memo as presented. 2<sup>nd</sup> Ms. Giugno. All in favor. None opposed. The motion carried.

**DIRECTOR'S REPORT:**

- Attended Fall Festival at Hawthorne Ridge. Brought books, signed up new members and gave technical assistance.
- The ongoing book sale has netted \$243.75.
- The NYLA conference is being held in Saratoga November 13 -16, 2019 and November 4-7 in 2020.
- The Library will be receiving a donation towards Teen Services from the John Francis Craven Memorial Fund.
- 2 vendors have submitted proposals for the telephone contract. This item is part of our Construction Grant.

**MOTION:** At 9:15 Mr. Harrison made a motion to adjourn. 2<sup>nd</sup> Ms. Harris.

Respectfully Submitted.  
Eileen Riley, Recording Secretary