

**Roeliff Jansen Community Library  
Board of Trustees  
Tuesday, February 11, 2020**

**Present:** Pat Placona, John Cady, Meg Wormley, Len Barham, Barbara Barrantes, Ron Bixby, Mike Citrin, Marian Dodds, Marilyn Gross, Joyce Lapenn, Colleen Lutz, Jane Plasman, Paul Schlesinger, Ned Schneier, Steve Smith, John Thompson, Joan Wallstein, Tammy Gaskell, Shelly Matthews

**Absent:** none

**Review and approval of Minutes** – January 10, 2020: Motion made, seconded and passed.

**Treasurer's Report** – Meg Wormley: Monthly Financial Report, RJCL Treasurer's Report-(see reports); Library started 2020 well; noted two Berkshire Taconic grants. Accountant recommended a new category, "Use of accumulated net assets from prior years" to be listed below net income. This is for funds set aside for use at Director's discretion and donations from previous years. Board approved transfer of \$750 from reserve fund to mortgage account to cover higher mortgage payments in September - December. Payments are higher because the NYSERDA coverage of 4% of interest will end in August. Board also approved the use of funds in CD which matures in March: \$7,000 of bequest moved to operating, \$50,000 to pay off remaining promissory note, \$37,750 allocated to pay 2021 mortgage payments, \$7,250 allocated for future building maintenance and repairs. Warrant report approved.

**Director's Report** - Tamara Gaskell: (see report); Security video camera began operating today; it goes on when Library is closed; Tammy and several trustees are going to Library Advocacy Day; Internet update: fiber was installed, but speed hasn't increased; we may need to upgrade our routers; Community Read with Philmont, Claverack and Taconic Hills began; Reading *The Wizard of Oz*; Teen Job Fair March 7, 12-2pm; local businesses have been contacted and are interested; Annual Report approved by the Board.

**Friends' Report:** Shelly Matthews: book shop is doing better than last year; very successful holiday sale; \$11,200 in the bank; Friends has given \$6,500 to Tammy for use; May 2 is a Friends bake sale; August 9 is the Community Picnic; Two-by-Two Zoo will be there; House Band is playing.

**Committee Reports:**

**Acquisitions** - Ned Schneier: no report

**Art Committee** - Ned Schneier: next show is in June; working on doing a Leon Smith show. Mike will talk with Mrs. Smith.

**Civic engagement** - Ned Schneier: Kathy Marchionne may give a talk on the work of a State Senator; the new president, Carlee Drummer, of Columbia Greene may speak at the Library.

**Building Administration** - Ron Bixby - Mike Citrin: no report.

**Development** - Joyce Lapenn: DineOut is underway; \$2,022.20 was raised in 2019; we'd like to do more; it is a community activity; Business Partner appeals have gone out for 2020-21; Annual Appeal is near closing; so far, 264 gifts for \$57,933; Natl Lib Week is coming up; last year -146 gifts for \$12,909; we are getting ready for the Gala; the Gala Committee is asking for Gala Hosts who would give at a higher level - \$250 per ticket; we have about one thousand donors to the library.

Barbara spoke about the Gala: new layout, new seating, new food presentations; food stations; perhaps a food truck;

**Human Resources** - Jane Plasman: no report.

**Nominating** - John Thompson: no report.

**Discussion:** Succession Planning: Pat initiated a conversation about succession; asked Trustees to begin thinking about who could replace officers, committee chairs, etc. Ned suggested that committees might have rotating chairs. Pat asked for names by June.

**New Business:** Tammy spoke about the census project - to provide assistance in completing the census form; we have a small grant; we'll be open one extra evening a week, Tue; all of the staff is being trained by MHLS; we may get more funds from the state or county; we are starting to put out information.  
Tax prep is two days, one in Feb, one in March.

**Old Business** - Follow-up Items - Len Barham: none

**Adjourn:** motion made and passed.