

**Roeliff Jansen Community Library
Board of Trustees
Tuesday, January 1014, 2020**

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

Absent: Mike Citrin, Joyce Lapenn, Shelly Matthews

Annual Meeting of the Board of Trustees:

Call to Order: Pat introduced new Board members: Barbara Barrantes, Marian Dodds, & Collen Lutz; all Board members introduced themselves.

Election of Officers for 2020: Ned acted as Elections Officer; read the slate: Pat Placona for President, John Cady for Vice President, Meg Wormley for Treasure, & Len Barham for Secretary; Ned asked for nominations from the floor - none offered; all present voted in favor of the slate;

President's Appointment of Committee Chairs: Pat noted the committee chairs: Art - Ned Schneier; Acquisitions - Ned Schneier; Community Engagement - Ned Schneier; Building Administration - Ron Bixby & Mike Citrin; Development - Joyce Lapenn; Human Resources - Jane Plasman; Nominating - John Thompson; Finance Committee - Meg Wormley.

Adjournment: Ned moved to adjourn; seconded and passed.

Monthly Meeting:

Review and approval of Minutes – December 10, 2019: Steve made motion to approve, Jane 2nd, approved.

Treasurer's Report – Meg Wormley: Monthly Financial Report & RJCL Treasurer's Report (see reports); Pat asked Meg to break out the Local Public Funds by Towns, the County, the State and Didi Barrett and Nancy Marchione; discussed the 2014-2019 Report; expenses have grown more than income; program expenses have increased; at the end of 2020, the mortgage can be renegotiated; it will be rewritten as a \$285k mortgage, but we will most likely pay a higher interest rate; Warrant report was approved.

Director's Report - Tamara Gaskell: (see report); Staircase still needs a railing, probably mid-Jan; need to schedule the parking lot; Haylee started full-time; RJCL went fine-free on Jan 1; application for Erate has been made; we'll know in the spring; we received some bids for wifi / phone; may cost less than currently paying; Erate would pay 80%; discussion of ebooks and Kanopy; Jane asked about the tax prep assistance;

Video Surveillance Policy: Ned moved to adopt, seconded and passed as amended;

Library Advocacy Day - February 25, 2020: Tammy will go.

Friends' Report: Barbara gave the Treasurer's Report; \$2,832 made on the holiday sale. \$2987 made in Dec; Friends contributed \$5,000 for the steps; \$5,674 expenses.

Friends have given an unrestricted grant of \$6,500 to the Library.

Committee Reports:

Acquisitions - Ned Schneier: no report

Art Committee - Ned Schneier: meeting this Thu; two shows have been recommended; to be held in the spring;

Civic engagement - Ned Schneier: no report

Building Administration - Ron Bixby - Mike Citrin: Ron discussed the Susan Scheck Path to the Kill; the area has been cleared; we have chips that need to be spread along the kill, Thu afternoon or Fri morning; We'll have signs to the path; need to discuss if there are any policy questions regarding the path and the area.

Development - Joyce Lapenn - Annual appeal: (Marilyn gave the report) Joyce's Development Report - 1/14/2020

Year End Holiday Appeal: To date: Jan. 12, 2020, 256 gifts total \$55,523; Solicitation remains open until end of February and the expectation is that there will be more gifts.

FYI: last year we had 100% participation of the Trustees and we don't have full participation yet for this solicitation; Last year for this same period through Jan. 12 2019: 252 gifts total \$45,974; [It is important to know that we also had a year- end major gifts solicitation for 2019 (it was the last year of 21st Century Campaign) 7 gifts total \$20,000].

Dine Out: Marilyn gave an update on the restaurants. Almost all confirm tions in for the season; calendar distributed.

Business Partner Solicitation: Mailing to current Partners, lapsed Partners and prospects will be sent January 31.

Gala: Barbara Barrantes - planning and design are moving along; thinking about changes; trying to attract younger people; may have food trucks; the theme will be a birthday party in the park - RJCL's 10th year of the new building.

Human Resources - Jane Plasman: no report.

Nominating - John Thompson: there's no official record of electing Steve; he made a motion and it passed.

Discussion: none

New Business: none

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

Adjourn: motion made and passed.