

Roeliff Jansen Community Library
Board of Trustee Meeting
Held via Zoom Meeting
April 20, 2021

Present: Chris Atkins
Ron Bixby
John Cady
Marian Dodds
Marilyn Gross
Jane Plasman
Ned Schneier
Steve Smith
John Thompson
Joan Wallstein
Pat Placona- President
Barbara Barrantes- Vice President
Meg Wormley- Treasurer
Colleen Lutz- Secretary

Tamara (Tammy) Gaskell, Library Director

Absent: Michael Citrin

Guests: None

The meeting was called to order at 4:03 pm by President Pat Placona.

Review and Approval of Minutes

Changes to the previous month's minutes were proposed via email.

A motion was made by Ned Schneier to accept the minutes with amendments. The motion was seconded by Steve Smith and all present trustees voted in favor.

Treasurer's Report

Meg Wormley presented the Treasurers Report. She stated that the library income for the month was \$33,184 which included, \$10,000 from a Hudson River Bank and Trust Foundation grant, \$3,431 from Columbia County Youth Bureau, and Ancram's payment of \$17,500. The library was \$13,533 above the income budget for the month.

The operating expenses of \$24,971 and did not include unexpected expenses. A bill from the accountants, UHY, in the amount of \$400 was paid. This bill was for services rendering in 2020.

As previously discussed and approved by the board, \$33,136 was moved from the operating account to pay the 2022 mortgage.

The library has used the firm Pattison, Koskey, Howe & Bucci to prepare the tax information (990), audits, and reviews for at least 10 years. In 2020, Pattison, Koskey, Howe and Bucci became part of UHY, a larger firm. After review with the finance committee, Meg Wormley suggested that the library use Robert H. Patterson, CPA, Hillsdale.

Meg Wormley also indicated that she would check to see if Patterson would also complete the tax preparation for the Friends of the Roe Jan Library.

A motion was made by Joan Wallstein to ignore the requirement to obtain three bids for tax preparation and consultation services. The motion was seconded by John Cady and all trustees voted in favor.

A motion was made by Joan Wallstein to hire Robert H. Patterson CPA of Hillsdale to perform tax preparation and consultation services. John Cady seconded the motion and all trustees voted in favor.

A motion was made to approve the warrant report by Pat Placona. John Cady seconded the motion and all trustees were in favor.

414 Committee Report

Pat Placona gave an overview of the 414 progress. She stated that voting on the 414 in all three towns (Ancram, Copake, and Hillsdale) will need to be a concerted, coordinated effort. She selected two people from each town to help be the liaison to the town from the library.

Ancram- Jane Plasman, Colleen Lutz
Copake- Noel Fair, Ronnie McTiernan
Hillsdale- Steve Smith, Barbara Barrantes

The trustees discussed the strategy for providing accurate and meaningful information to the town. The need for a coordinated, consistent message was prioritized. To approach each town for a fair amount in the 414 vote, the 2% tax cap will be exceeded. As a result, the board of trustees must vote to approve this action and a resolution must be filed.

Meg Wormley and Joan Wallstein are also members of the Committee.

A motion to override the 2% tax cap was made by Steve Smith. Meg Wormley seconded the motion and all members of the board of trustees approved the motion.

The resolution is written as follows and included at the end of the minutes:

Whereas, the adoption of the 2022 budget for the Roeliff Jansen Community Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Roeliff Jansen Community Library voted and approved to exceed the tax levy limit for 2022 by at least the sixty percent of the board of trustees as required by state law on April 20, 2021.

Survey Committee Report

Meg Wormley gave an overview of the survey committee's progress. Tammy noted that over 200 responses in print and online were received to date.

Director's Report

Tammy Gaskell presented the director's report to the Board. She highlighted that the circulation for materials was higher.

Strategic Plan: Goal 3- Partnerships

The board reviewed and discussed how the Library could continue partnerships within the community that strengthens connection through providing a space to convene, organize, and host discussions related to community interests. The Board recognized that it was very difficult to hold in-person events during the pandemic. The director noted that using a virtual platform had made it easier to work with multiple libraries, providing programs to a broader audience. The director expected that this would continue through the summer and potentially longer if the community felt it was valuable.

Additionally, a new county wide museum pass system was launched. Although the library owned passes are still available, many museum passes are now provided to be reserved and printed at home.

Friend's Report

Charlotte Shutts was unavailable to attend the meeting. They are planning to open the bookstore in June 2021.

Committee Reports

Building Administration

Ron Bixby stated that the building lighting fixtures have been converted to LED. Tufano still needed to complete their work. He also mentioned that volunteers will be needed to move soil and rocks near and around the parking lot. There will be a cleanup day scheduled. Kim Hausner will join the building committee.

Development

Marilyn Gross presented the Development Committee report. She stated that as of April 20th, 2021 they had received 116 gifts for a total of \$10,865.00 in National Library Week contributions. This amount has increased compared to this time last year (2020). The 2020 Annual Appeal resulted in a total of 386 gifts and a total amount of \$73,219.38 in contributions.

Chris Atkins stated that the gala will be held later in the year (late summer) and the format is still being worked out.

Human Resources

Jane Plasman stated that Jessica Sommerfeldt is resigning from her position at the library. She has taken a job with Habitat for Humanity. Her work with the library communications has been extremely valuable, therefore the position will be filled as soon as possible.

Tammy Gaskell stated that the staff will be taking short, staggered vacations and that they have been fully vaccinated.

Pat Placona suggested that the library post a call for volunteers. New people have been moving into the area and perhaps they have new skill sets the library could benefit from.

Nominating

John Thompson stated that the Nominating Committee had nothing to report.

Discussion and New Business

Tammy Gaskell reminded the Board that there would be an outdoor concert on Sunday April 25th, 2021.

Old Business

The annual report was sent to the printer. Once completed, it will be brought to the post offices serving the patrons of the library and delivered to every address and PO Box. In addition, it will be mailed to everyone in the library's Donor Perfect list that does not have a local mailing address.

Ned Schneier made a motion to adjourn the meeting, Meg Wormley seconded the motion and all were in favor. The meeting was adjourned at 5:07 pm.

Respectfully Submitted
Colleen Lutz, Secretary

Tax Cap Override Resolution

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