

Roeliff Jansen Community Library
Board of Trustee Meeting Minutes
February 21, 2023

Present: Chris Atkins
John Cady
Marian Dodds
Marilyn Gross
Ronnie McTiernan
Steve Smith
Joan Wallstein
Pat Placona- President
Barbara Barrantes- Vice President
Meg Wormley-Treasurer
Colleen Lutz- Secretary
Tamara (Tammy) Gaskell, Library Director

Absent: Beth Gordon, Rev. John Thompson

Guests: Kim Hausner

The meeting was called to order at 6:02pm by President Pat Placona.

Review and Approval of Minutes

Meg Wormley submitted corrections to the January minutes via email. No corrections were submitted for the 2023 Organizational Minutes. A motion was made by Chris Atkins to accept the January 2023 minutes with amendments. The motion was seconded by Ronnie McTiernan and all present trustees voted in favor.

A motion was made by Meg Wormley to accept the 2023 Organization Minutes. The motion was seconded by Chris Atkins and trustees voted in favor.

Treasurer's Report

Meg Wormley gave the treasurer's report.

Income for the month was \$33,703, which is under budget. This was due to net assets released from restriction in the amount of \$18,664, which is not new income. Expenses were \$25,835, \$4,071 under budget due to the timing of the insurance bills.

She reported that the Town of Taghkanic donated \$1,000 to the library and that Copake and Ancram taxes had been received.

Additionally, she reported that the accountant stated that the Charity Bureau is requiring that all non-profits transition to accrual accounting. Reports can still be in the cash basis form but accrual accounting must be completed as well.

A motion was made to approve the warrant report by John Cady. Chris Atkins seconded the motion and all trustees voted in favor.

Director's Report

Tammy Gaskell presented the director's report to the Board. No questions or changes were made.

Tammy also presented the Annual Report. Changes were proposed via email and made to the final document. Colleen Lutz made a motion to accept the Annual Report document. Steve Smith seconded the motion and the vote was unanimously approved.

The Bylaws were amended to update the number of Trustee members from 15 to 13. Chris Atkins made a motion to approve amending the number of Trustees members from 15 to 13. Meg Wormley seconded the motion. Motion carried.

The Board discussed the Sustainable Libraries Initiative with the Director. This program is similar to the NYS DEC Climate Smart program in that the library would receive points for being environmentally, financially, and socially sustainable. Marilyn Gross made a motion to participate in the Sustainable Libraries Program. Joan Wallstein seconded the motion. Motion carried with 100% board support.

Library Advocacy day was next week, Tammy would attend.

The Strategic Goal #4 was reviewed by the board. Tammy reported that most of the items were being successfully completed by the library. She noted that the newsletter would be sent out quarterly. Additionally, the Community Calendar was added to the website. Local organizations should contact the library to have events added to the calendar.

Several issues were discussed about the building. The roof was still leaking. Chris Preusser was checking on the leak and would be giving an estimate to make the repairs and power wash the building.

The geothermal system was still not working properly, and building was being heated by the backup furnace.

Friend's Report

Ronnie McTiernan reported that the bookstore had not opened during the month, however a large book donation was received. A dealer had made a purchase of \$240.00.

The bookstore needed donations.

Committee Reports

Building Administration

See Directors Report

Development

Marilyn Gross reported that the Annual Appeal had %100 Board participation and had received approximately \$72,000 in donations as of 2/21/2023. She also reported that the Business Partners would gross about \$11,000 after expenses.

The National Library Week was scheduled to be the end of April 2023. Chris Atkins reported that the theme was "There is More To the Story". The mailing was scheduled to go out in the end of March.

The Gala was scheduled to be June 10th, 2023 at Catamount. There will be no online concurrent auction with the live auction this year.

Human Resources

Steve Smith reported that the health insurance policy for the Director had increased %18. The insurance broker had found an acceptable plan that is \$8, 321. The current allowance is for the director's health insurance is \$8,000. Steve suggested that the amount be amended to allow for inflation and be increased to \$9,000. Christ Atkins made a motion to increase the Director's Health Insurance stipend to \$9,000 per year. Joan Wallstein seconded the motion and all were in favor. Motion carried.

A discussion was held about the health insurance coverage for other classes of full-time employees of the library. It was determined that more research was needed to be conducted to find the best coverage for both the employee and library. A sub-committee was selected to investigate the options. The members of the sub-committee were: Meg Wormley, Steve Smith, Barbara Barrantes, Pat Placona, and Tammy Gaskell.

Nominating

No report.

Outreach

Ronnie McTiernan reported that the committee had met with Tammy. The committee and Director discussed programs and questions community groups had requested and asked of the library. Several items were identified:

1. More STEM programs
2. Use of meeting space
3. Multilingual resources and signage at the library
4. Helping the school (Taconic Hills) identify and assist underserved students with the school librarian.
5. More collaboration with local community groups such as the Grange, Repair Café's
6. Holding a Zoom open house where local community groups could be paired up, for example Scouts with Seniors (community service projects).

The committee was working on engaging the school librarians to help with outreach.

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No report.

Old Business

None.

New Business

None.

Chris Atkins made a motion to adjourn the meeting. Ronnie McTiernan seconded the motion, and all were in favor. The meeting adjourned at 7:22 pm.

Respectfully Submitted
Colleen Lutz, Secretary