

Roeliff Jansen Community Library

Board of Trustee Meeting Minutes

June 20th, 2023

Present: John Cady

Marian Dodds

Beth Gordon

Marilyn Gross

Steve Smith

Joan Wallstein

Pat Placona- President

Barbara Barrantes- Vice President

Meg Wormley-Treasurer

Colleen Lutz- Secretary

Kate Shannon, Library Staff

Absent: Chris Atkins, Barbara Barrantes, Ronnie McTiernan, Tamara (Tammy) Gaskell

Guests: Joyce Crow

The meeting was called to order at 6:03 pm by President Pat Placona. Prior to dispensing the June meeting agenda, Pat wanted to give special thanks to the Gala Planning Committee members: Chris Atkins (Co-Chair), Marilyn Gross (Co-Chair), Meg Wormley, John Cady, Beth Gordon, Kaare Philips, Tammy Gaskell, and Kate Shannon. She also extended extra thanks to both Marilyn Gross and Meg Wormley for all of their extra work and planning and Chris and Marilyn for all of the pre-planning meetings throughout the year.

Review and Approval of Minutes

A motion was made by Beth Gordon to accept the May Meeting minutes. The motion was seconded by Steve Smith and all present trustees voted in favor.

Treasurer's Report

Meg Wormley gave the Treasurer's Report.

May income was \$48,193, which is \$15,892 below budget due to timing issues with grants received. The library received an \$11,000 grant from Hudson River Bank and Trust. A \$2,700 pass-through grant was paid by the library to Emily Rubin, money that the library received in April as a fiscal sponsor for Rubin. The Rheinstrom Foundation Grant that was expected to be received in May will most likely be received in June.

May expenses were \$39,696 which was \$6,888 over budget due to roof and ceiling repairs. These repairs are being covered by reserve funds set aside for repair and maintenance.

The actual amount of the bequest is not known, but the accountant stated that it must be account for in the operational account. The amount of the CD was determined by taking funds that were set aside for making the mortgage payments as well as the remaining funds after paying off the mortgage.

A motion was made to approve the warrant report by Colleen Lutz. Joan Wallstein seconded the motion and all trustees voted in favor.

Director's Report

Kate Shannon represented Tammy in her absence. No questions were asked of the library staff at this time.

Marilyn Gross asked if the press release will be going out about the Golf Tournament at Undermountain Gold Course. Kate said that she would handle the release. Jed Luchow is the contact person for the Golf tournament.

Friend's Report

Joyce Crow reported that the bookstore had now been open Saturdays. The first three weeks in June had brought in \$416, 75 patrons, and 23 people donating books. There were 30 volunteer hours, and the bank account had a balance of \$7,314.

The bookstore needed donations.

The August Picnic is scheduled for the 13th. There would be hot dogs, vegan hamburgers, and water. A magician and music will be available.

Joyce asked if there were any members who might like to cook. She also asked for members to bring coolers for keeping food cold.

She asked if the Board had anyone who might like to help set-up or clean-up.

Committee Reports

Development

Marilyn updated the board that the Golf Fundraiser will be July 16th , 2023 at Undermountain golf course.

Marilyn gave an update about the tentative Gala results – The income was \$59,479 which was less than last year. She also noted that expenses were higher. Some people did not like the flow last year, but she felt the improvements made to the layout and setup made this year's event more appealing.

Marilyn noted that there were 273 tickets sold this year, which is 69 less tickets sold than last year. In 2023 there were 59 host tickets, in 2022 there were 334 host tickets.

The Board speculated why the Gala was less attended, but Marilyn remarked that the live auction brought in more than last year.

Marilyn state that to date, \$12,621.30 had been received for National Library Week (NLW).

Human Resources

Steve Smith – Kate Shannon would like to attend the National Library Association (NLA) meeting and conference in Saratoga Springs this fall. She will be applying for a scholarship of up to \$500.

The Steve Smith proposed a motion to approve the request to attend the NLA conference and support the scholarship by matching the scholarship funds up to \$500. Joan Wallstein seconded the motion. All were in favor, motion carried.

Outreach

Marian Dodds reported that the committee met and discussed the utility of having a Google form response or Survey Monkey.

She also noted that the committee was exploring the expansion the “Little Libraries” to other locations around the community, such as the trailer park on Route 23. She reported that the committee had reached out to the owner; but had not heard a response.

Old Business

Pat Placona reported that the berm is in the process of being designed by the architect. He (the architect) expressed a desire to work on the pavilion that is proposed on the library grounds.

New Business

None.

Beth Gordon made a motion to adjourn the meeting. John Cady seconded the motion, and all were in favor. The meeting adjourned at 6:20 pm.

Respectfully Submitted

Colleen Lutz, Secretary

