

**Roeliff Jansen Community Library  
Board of Trustee Meeting Minutes  
March 19th, 2024**

**Present:** Chris Atkins

Barbara Barrantes

Marian Dodds

Beth Gordon

Colleen Lutz- Secretary

Ronnie McTiernan

Pat Placona- President

Steve Smith

Joan Wallstein

Meg Wormley-Treasurer

Tamara (Tammy) Gaskell, Library Director

**Absent:** Marilyn Gross, Joyce Crow

**Guests:** Jill Leinung and Mark Wilson (Mid-Hudson Library System Trustees)

The meeting was called to order at 6:00 pm by President Pat Placona. Prior to reviewing the previous month's minutes, Pat informed the Board that John Cady had resigned March 1<sup>st</sup>, 2024 due to personal reasons. The Board took a moment to reflect and acknowledge the contributions John had made on various committee throughout the years.

**Review and Approval of Minutes**

Corrections to the February Board of Trustee minutes were proposed via email. A motion was made by Chris Atkins 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 gave the treasurer's report.

Income of \$143,925 was \$32,236 over budget, due to receiving all three town's tax money in February.

Expenses of \$28,955 were \$3,446 under budget because the timing of bills and payroll.

The Berkshire Taconic Fund will only provide a report quarterly and it will be available a couple of weeks after the end of each quarter. The next report would be available in April.

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

**Director's Report**

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

She reported that MHLS was planning a two hour in-person training, possibly at the Claverack Library. The Board felt that Advocacy, Sustainability, and Right to Read were issues that they might like more training about. Tammy reported that the online core training would still be available for those who could not attend the in person training.

Annual Sexual Harassment training would be available and due in April.

The quarterly library newsletter was being developed and would be sent out in April. Rita Jakubowski was going to add information on how to donate to the library through an IRA or RMD.

Tammy reported that Memorandum of Understanding (MOU) with MHLS, that was circulated via email, was signed and returned. There were no questions or comments from the trustees.

Tammy, Pat, and Colleen met with Ancram's new supervisor, Jim MacArthur. She reported that the meeting was good and that he asked about programing for teens.

Elliot Sobel installed a new sound system in the community room. The Board thanked him for completing this work. He was going to try to sell the old soundboard.

She asked that anyone planning to go to the Big Y, Hannaford, Shoprite, bring plastic to recycle.

#### **Friend's Report**

Joyce Crow was absent, Pat Placona gave a brief report on her behalf.

Bookshop: In the last month, there was \$600 of income. This was for two weekends.

#### **Committee Reports**

Building Administration- No report

#### *Development*

Chris Atkins gave the development report.

Chris Atkins reported that the National Library Week is April 7<sup>th</sup> thru April 13<sup>th</sup> and the theme was "Ready, Set, Read". Lauren Letellier wrote the letter that was sent to donors.

The Gala planning was well underway with a "Party at the Mountain" theme. He reported that they might need a couple more live auction items. They were still collecting silent auction items.

The Board decided that a bottle of wine grab would be a great thing to auction off. Each member of the Board would donate two bottles of their favorite wine, each at a value of at

least \$20.00. They will all be individually wrapped and organized by type. Then patrons would buy a \$20.00 ticket and choose a “mystery” wine. The bottles of wine should be donated by June 7<sup>th</sup>, 2024.

*Human Resources*-No report

*Nominating*

Marian Dodds reported that since John Cady had submitted his resignation, the nominating committee was going to interview Betsy Myers to complete his term. The meeting was scheduled for March 25<sup>th</sup>, 2024 at 3:30 pm.

The committee would present their recommendation at the April meeting.

*Outreach*- No report.

*Finance*- No report.

*Pavilion Committee*

A notice and request for bids was published in the Columbia Paper, Registered Star, Ancram Email and Newsletter, and Copake Connection. The pavilion was planned to be 50’ X 30’, design ideas were being developed.

### **Old Business**

Berm- The committee would review the recommendations by Tighe and Bond and determine what the cost was going to be to complete the work. Because this was a climate adaptation and resiliency project of a public building that serves the community, grant funding might help offset some of the construction costs. This was going to be explored.

### **Executive Session**

Chris Atkins made a motion to enter executive session to discuss strategy regarding proposed litigation involving problems recently discovered with the library facility. Beth Gordon seconded the motion, and all were in favor.

The discussion of litigation strategy concluded, and no other action being taken during the executive session, Chris Atkins made a motion to exit executive session, Beth Gordon seconded the motion, all were in favor, motion carried.

### **New Business**

Chris Atkins suggested that the Board make a formal resolution thanking John Cady for his service. The Executive committee would prepare a resolution for the next meeting.

Chris Atkins made a motion to adjourn the meeting. Barbara Barrantes seconded the motion, and all were in favor. The meeting adjourned at 7:01 pm.

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Respectfully Submitted  
Colleen Lutz, Secretary