

Grinnell Public Library District (GPLD)

Board Meeting Minutes

April 19, 2017

Present: District Trustees Christie, Devine, Gannon, Halvey, Lowney, Pells, Shepherd, and Sassmann
Also present: Director Harrison, Friends' President Evaul, Town of Wappinger Historian Cavaccini
Excused Absence: Trustee Ruggiero and Treasurer Levitt

Dates to Consider – Here are the dates of some meetings/events you may want to attend.

State of the Town of Wappinger – Monday, May 15, 2017 at 7 pm at the Wappingers Junior High School

Next GPLD Audit Committee Meeting – Wednesday, May 17, 2017, at 7:00 pm at the Library

Next GPLD Board Meeting – Wednesday, May 17, 2017, at 7:30 pm at the Library

Next Friends' Meeting – Thursday, June 1, 2017, at 6 pm at the Library

2nd Annual Festival of the Falls – Saturday, June 3, 2017 from 1–7 pm Mesier & Zion Parks

Spirit of Mesier – Historic Society Fundraiser, Friday, June 16, 2017 from 6 – 8 pm at Mesier Homestead

Friends' Gala – Fundraiser, Saturday, September 16, 2017 from 5:30 – 8 pm at the Library

Call to Order - The meeting was called to order by President Devine at 7:30 pm.

Minutes – The Board unanimously agreed to approve the Minutes of the GPLD March 2017 Board meeting on a motion made by Trustee Lowney and seconded by Trustee Gannon.

VP of Finance's Report & Monthly Bills

After discussion, the Board unanimously agreed to authorize voucher signing by President Devine and directed the Treasurer to pay the April 2017 reviewed bills (bills as of April 20, 2017) for a total of \$72,469.91) on a motion made by Trustee Gannon and seconded by Trustee Shepherd.

Liaison Reports – The following items were discussed.

Town of Wappinger – On May 15, the Town of Wappinger will hold a *State of the Town* meeting at the Wappingers Junior High. The Library will be included in the meeting and all Board members are invited to attend.

Village of Wappingers Falls – No report at this meeting

Wappinger Historic Society – Trustee Devine encouraged all to attend the *Spirit of Mesier* fundraiser to be held on Friday, June 16. Proceeds will support the restoration of the original 18th century part of the homestead.

Friends of GPLD – Friends' President Evaul reported that:

the group is considering sponsoring a Mahjong tournament;

a second *Two Kids on a Bench* will be purchased for the other window; and

there was a problem with the chairs - the owner apologized and took one back to discover and

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fix the problem.

Director's Report – Director Harrison highlighted the following items:

Children's Room – Renovation is scheduled for completion the week of April 24. Furniture and shelving is scheduled to arrive the week of June 26 with assembly to follow in July. An abbreviated Story time will be held in May using the stored old furniture. The Summer Reading Program will begin July 5 without books. The delay means one more month of storage fees (\$672). There has been a 27% increase in Facebook visits since posting renovation status. **TO DO: Director Harrison** will schedule an inspection of the heat sensors and smoke detectors.

Drainage Project – No official start date but the completion is scheduled for May 26. There will be no scheduling of the Community Room until after May 26. GED and ESL classes will meet elsewhere until project completion. **TO DO: Director Harrison** will ensure that a deeper and wider shelf is hung in the dungeon to ensure connectivity during the project.

Finance – GPLD received \$638,707.50 from the Town of Wappinger from collected taxes and additional funds from 2 PILOT (Payment in Lieu of Taxes) payments. A copy of the GPLD budget was mailed to Town Clerk, Joe Paoloni. Trustee Ruggiero has been established as a user on bill.com. **The Board unanimously approved moving "construction" costs posted to Repairs to Capital Improvements Projects (5100) on a motion made by Trustee Shepherd and seconded by Trustee Pells.**

Technology - Director Harrison reported that six public computers and a new copier have been installed. **TO DO: Director Harrison** will ensure that two of the "old" first floor computers are repurposed for the Children's Room.

Personnel – Gabby Cancerni resigned as of April 1, 2017. Staff reviews have been completed and the 2017 salary schedule has been implemented. Interviews are complete and Craig McMahon will start on May 1, 2017 as a full time librarian. (Mr. McMahon is a paralegal and Director Harrison is a Notary Public.)

Programming - Summer Reading Program will be from July 5 through August 3. **TO DO: Director Harrison** will confirm use of the Presbyterian Church for Thursday Fun Nights.

Committee Reports – The following items were discussed.

Drainage – **The Board unanimously approved having President Devine sign the contract with Nannini and Calahan on a motion made by Trustee Gannon and seconded by Trustee Pells.** (Also see the same topic in the Director's Report above.)

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Children's Room – Carpet to be installed April 20. A leak has appeared in the new Children's Room ceiling. Mike Connors has been contacted but he needs a big ladder to get up to locate the leak. (Also see the same topic in the Director's Report Above.)

Buildings and Property – No report at this meeting

Finance – **TO DO: Director Harrison** will check with RBT to see if the monthly report could list the charges by vendor.

Spring Street – The project is waiting for completion of the survey. **TO DOs: President Devine** will contact Mayor Alexander to get the invoice for the extra costs which the Board approved last month. **President Devine** will contact Mary Ann DiStephano to tell her about the project.

Strategic Plan Committee – No report at this meeting

Personnel – Mount Saint Mary College (MSMC) Education Department is being contacted to provide paid staff for the Homework Help Center.

Governance – No report at this meeting

Old Business

MHLS *Trustees Dinner* – Scheduled for May 2 at the *Post Road Brew House* on May 2 is SOLD OUT. Trustee's Class – Trustees Gannon and Shepherd attended the class, felt it was helpful, and indicated that MHLS personnel were willing to come to our Board meeting to help with any issue. President Devine wrote a Thank You to Trustee Emeritus Fuimarello.

New Business

Ramble 2017 – Village Co-Historian, Mary Schmalz, called President Devine to have her remind the Board that once again GPLD will be included in the September 2017 Hudson River Valley Greenway's *Ramble* because of GPLD's bird collection.

Adjournment - **At 8:00 pm the Board unanimously agreed to adjourn on a motion made by Trustee Gannon and seconded by Trustee Halvey.**

Respectfully Submitted,

Eileen C. Sassmann,

Secretary of Grinnell Public Library District (GPLD) Board