

Grinnell Public Library District (GPLD)

Board Meeting Minutes

August 15, 2018

*Present:* District Trustees Cavaccini (by phone), Christie, Devine, Gannon, Halvey, Pells, Shepherd, and Sassmann

*Also present:* Director Harrison and Friends' President Evaul

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

**Next GALA Meeting** – Thursday, September 6, 2018, at **5:00** pm at the Library

**Next Friends' Meeting** – Thursday, September 6, 2018, at 6:00 pm at the Library

**Next GPLD Audit Committee Meeting** – Tuesday, September 18, 2018, at the Library

**Next GPLD Board Meeting** – Wednesday, September 19, 2018, at 7:00 pm at the Library

**Friends' GALA @ Grinnell Fundraiser** – Saturday, September 22, 2018, at 5:30 pm

**GPLD Vote** – Tuesday, October 2, 2018 at the Library

**Call to Order** - The meeting was called to order by President Devine at 7:00 pm

**Minutes** - **The Board unanimously agreed to adopt the GPLD July 2018 minutes on a motion made by Trustee Shepherd 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 July 2018 Audit Committee reviewed bills (bills as of August 16, 2018) for a total of \$32,530.39) on a motion made by Trustee Halvey and seconded by Trustee Pells.**

**Liaison Reports** – The following is the Liaison Report at this meeting.

*Village of Wappingers Falls* – Trustee Sassmann reported on National POW /MIA Day on Friday, September 21 from 6 to 8 pm at MIA Park in the Village and encouraged attendance.

*Friends* – Friends' President Evaul reported the following.

The Board's suggestion that a "loanable" Fire Stick be purchased by the Friends was not accepted for several reasons including the potential for theft.

Gala banners – President Evaul reported that he had another one available and was looking for a place. After several rejected suggestions, Trustee Cavaccini suggested Town of Wappinger Town Hall and made it happen by texting Supervisor Thurston.

President Evaul reported on the loss of mulch from the front garden whenever it rains. His proposed solution was to build a brick facwd retaining wall on the top and bottom to retain the mulch.

**TO DO: President Evaul** will get an estimate for the work from the contractor who built a wall in his yard.

**Director's Report** – Director Harrison reported on the following items:

**Audit**

**The Board unanimously agreed to accept the Audit for FY 2017 prepared by DaPonte and Company on a motion made by Trustee Shepherd and seconded by Trustee Gannon.**

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**The Board unanimously agreed to engage DaPonte and Company to perform the FY 2018 audit on a motion made by Trustee Halvey and seconded by Trustee Christie.**

**Budget/Vote**

**After discussion, the Board unanimously agreed to approve the proposed 2019 budget on a motion made by Trustee Gannon and seconded by Trustee Shepherd.**

**Building**

We are still waiting for CIA to forward a proposal to assume control of the fire panel.

Belt replacement, emergency stop button replacement, and alarm replacement for the lift is scheduled for September 12, 2018. The visit (but not the parts) will be covered under the extended warranty approved by the Board at the last meeting.

Masonry work: the check was paid but had not cleared as of August 10. The check cleared on August 13 and work commenced by Allphase.

**Calendar**

**After discussion, the Board unanimously approved the 2019 Library Closing Days (January 1, April 21, May 26 and 27, July 4, September 1 and 2, close at 5 on November 27, November 28 and 29, December 24 and 25, December 31; also, early closure for September 2019 Gala date) on a motion made by Trustee Gannon and seconded by Trustee Lowney.**

**Children's Room**

- Outlets for the iPads and the OPAC have been installed.
- Rich Harlin will add an access point in the Children's Room on August 17.
- Renee Pasquale has donated three original fiber art pieces. The Board recommended that she receive two (2) complimentary tickets to the Gala. **TO DO: Trustee Sassmann** will give two (2) of her tickets to Renee.

**Finance**

Follow up email was sent to Jennifer Leigh on July 25 regarding our check from the Village. The Village money has arrived. **After discussion, the Board agreed to move \$100,000 from the Operating Fund to the Capital Reserve Fund on a motion made by Trustee Halvey and seconded by Trustee Pells.**

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The names on the Mahopac Bank statements have been changed to reflect the Fund definitions. The interest rate on the Mahopac Bank accounts has been increased to .65%.

TYP called to say that our account was overdue! Director Harrison reported them to the Better Business Bureau.

**Personnel** - Al returned to work on August 1. Now that he is no longer responsible for the garden and the front beds, he will be able to maintain upkeep of the floors and the windows.

**Programming/Publicity** - Visiting the Hudson Valley Bird display does not appear in the Ramble booklet, but Mary Schmalz has organized the Wappinger Greenway Trail & Village History Talk and Walk on Sunday, September 9 at 1:30 pm and it has been included on the Ramble's website.

**Committee Reports** – The following Committee items were discussed.

*Governance, Finance and Strategic Planning* – Nothing to report at this meeting.

*Building* – The Building Committee updated the Facility Plan to include floor cleaning. **The Board unanimously approved the updated Facility Plan on a motion made by Trustee Gannon and seconded by Trustee Pells.**

The figures are not yet available for window replacement and painting. **TO DO: The Building Committee** will continue to meet on this item.

**Old Business** – No items were discussed at this meeting.

**New Business** – Secretary Sassmann handed out candidate packages (including petitions) to Trustee Candidates for 2019 who currently are serving on the Board. *(After the meeting, Secretary Sassmann emailed this material to Trustee Cavaccini.)*

**Adjournment** – **At 7:54 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 GPLD Board