

Grinnell Public Library District (GPLD)

Board Meeting Minutes

July 21, 2021

District Trustees Ed Cheetham, Helen Christie, Beth Devine, Bridget Gannon, Bill Halvey, Danny Lowney, Jane Pells, and Fran Shepherd. Trustee Eileen Sassmann was absent.

Also Present: Director Harrison and Board Recorder Beyer

Wednesday, August 18, 2021 – The next GPLD Board meeting is at 7:00 PM.

Dates of Interest – Here are the dates of some events you may want to attend:

Thursday, August 5, 2021 – Friends of Grinnell at 6 pm in the backyard.

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

Votes: All votes were unanimous, unless otherwise noted.

Minutes – The Board agreed to accept the June 14, 2021 minutes on a motion made by Trustee Devine and seconded by Trustee Christie.

VP of Finance's Report & Monthly Bills

The Board agreed to authorize the voucher signing by President Gannon and directed the Treasurer to pay the June Audit Committee reviewed bills (bills as of July 17, 2021) for a total of \$113,285.08 on a motion made by Trustee Halvey and seconded by Trustee Cheetham.

Liaison Reports

Town of Wappingers – no report at this time.

Village of Wappingers Falls – no report at this time.

Friends –Trustee Devine said she had gone to the meeting and they are still looking into doing a family oriented painting party for a fundraiser.

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

COVID19

The Storytime Room and the Turret are still being used to store furniture that is not yet being used. Furniture is gradually being added back.

Masks are required for unvaccinated individuals inside the building.

We are still not using volunteers.

Building/Facilities

The library did not sustain any damage as a result of the microbursts on June 30; however, there was flooding from the side door into the dungeon. The dungeon flooded again after the long spell of rain

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last week. Director Harrison and Jon are discussing purchasing sand bag tubes to have on hand for possible future flooding.

Excavation timeline: equipment delivered July 1, tarp tethered to the fence line July 8, excavation started July 10. Trustee Devine asked if the pile of dirt would be removed. President Gannon said most of it will be used to fill in areas, but anything remaining would be removed.

The new security system was installed. The remote component will wait until the new router has been installed. There are three unused lines available. Director Harrison recommended waiting until after the pavilion has been installed to install exterior cameras in the backyard and on Spring Street. She was unable to get an estimate from O'Tooles for that at this time. **On a motion by President Gannon and seconded by Trustee Devine, this will be held off until the pavilion is finished.**

T Webber's estimate for the Community Room AC was received and is comparable to D. Silvestri's. The average was used for crafting the Capital Improvement line in next year's budget.

While T Webber was here to snake out the Community Room bathroom on June 28, the technician recommended a more permanent fix to the misaligned clay and cast-iron pipes. The flood from backed up plumbing on July 13 increased the urgency of this project. As it stands now, the bathrooms are out of service. The new grey tile that Jon installed is not salvageable. President Gannon said the Habitat for Humanity sells grey tile at a great price. The staff bathroom is on a different line, which is why the library can stay open at this point. The library needs an Emergency Plumbing Permit for the work to be done. A deposit of half has been paid to T Webber at this point. The library will need to be closed to have the plumbing repaired. Friday's are the least disruptive with the least amount of programs, so it is tentatively scheduled for this Friday or next Friday if the permit doesn't come through in time. **On a motion by President Gannon and seconded by Trustee Cheetham the library is approved to close which ever day the work is scheduled for.** President Gannon asked if Director Harrison wanted to close early on Wednesday since so many of the public come in to use the facilities during the concerts in the park in the evenings. Director Harrison did not want to inconvenience the patrons who come in at that time, so an out of service sign will stay up on the restrooms for now.

Director Harrison stated the Wappingers Central School District has used the Community Room for their ESL/GED classed for more than 20 years and the library has always tried to program around them. During the pandemic the staff has used the Community Room much more and are more comfortable using the larger space. Parents seem more comfortable with it for story time as well. Molly's programs are all outside for now. Director Harrison said she is torn between asking the school district to use the building during evening hours when there aren't programs planned or going as it has always been. She is very sensitive to the library's mission statement. President Gannon stated they have used the American Legion and it's still within walking distance for local residents who use the program. Director Harrison will call the school district and let them know.

Finance

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The revised Chart of Accounts is attached.

The library returned the \$51,757.60 check to the IRS for the 2021 1Q ERC we are not actually entitled to.

The NYSLRS deficiency was paid off on July 1 in the amount of \$61,866.75.

Rachael and Molly applied for STEM funding through the Dutchess County Youth Investment program: Learn, Play, Create. They put in for Nintendo Switches to do coding.

Director Harrison applied for a grant for a Movement Class for Seniors to piggyback onto Brain Games. Thursday afternoons @ Grinnell: Exercise Your Mind and Exercise Your Body. The instructor is certified in teaching people with Parkinson's.

Programs

The SRP kick off in the backyard on June 24 was attended by nearly 200 people. They made tote bags that will be used during the program all summer.

Library Cards: in June we created 62 new library cards. There will be a Dutchess County Libraries push for Library Card Sign up Month in September and we will debut our new card. Image attached.

Starting July 8, we offer indoor programming, outdoor programming, and zoom programming.

The library has a program where children read to a dog. The dog is named Molly. Last week the dog may have gotten a little too much love from one child. The dog never made a sound or pulled away, but the handler said two days later she had to take her to the vet and the dog needed laser surgery. Director Harrison is unsure what the surgery was for and has reviewed the tapes and didn't see anything suspicious on them.

The Crane School of Music will be back for their monthly Student Teacher Seminars.

The Friends are interested in hosting an art fundraiser in the Community Room or in the backyard.

Director Harrison reviewed the proposed library budget. The total budget is for \$1,021,887.00 and the tax levy is for \$999.887.00, which is over the tax cap. Trustee Devine asked what percentage it was at and Director Harrison said a little over 3%. The budget is based on the estimates for projects that have been received and the 2022 Board Facility Plan. **President Gannon made the following motion:**

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**Whereas, the adoption of this 2021-2022 budget for the Grinnell Public Library District requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and
Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it
Resolved, that the Board of Trustees of the Grinnell Public Library District voted and approved to exceed the tax levy limit for 2021-2022 by at least the sixty percent of the board of trustees as required by state law on July 21, 2021.**

Seconded by Trustee Devine. President Gannon asked that the Board be polled:

**Ed Cheetham – aye
Helen Christie – aye
Beth Devine – aye
Bill Halvey – aye
Danny Lowney – aye
Jane Pells – aye
Fran Shepherd - aye
Bridget Gannon - aye
Motion carried.**

President Gannon stated that Trustee Sassmann is not able to do the petitions and bio's for the candidates this year. **Trustee Shepherd made a motion to allow Julie Beyer to do the petition packets and bio's for candidates for this election. Seconded by Trustee Pells and carried.**

Committee Reports – There were no Committee Reports from the following Committees at this meeting: *Strategic Planning, Governance, Finance, and Personnel.*

Personnel – President Gannon stated that because of the increase in minimum wage and COLA increases, the salaries had to go up. Director Harrison said it will either be the \$.70 increase or the COLA, but there had to be a separation between the pages and clerks. Director Harrison stated the library assistant has been doing a lot of the functions of an Assistant Director and the Director would like to acknowledge her increased responsibilities and compensate her with a mid-year salary increase. **On a motion by President Gannon and seconded by Trustee Pells, a mid-year salary bump was approved for Nancy Wendell.** Director Harrison stated that staff at Grinnell is exceptional and great at what they do.

Building – Trustee Cheetham stated he saw the engineer yesterday and the Building Committee should schedule a meeting. Director Harrison asked if his discussion with the engineer would change the Facilities Plan timeline. Trustee Cheetham said he was unsure.

Old Business – There was none at this meeting.

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New Business – President Gannon stated that due to a change in residence, she has submitted a letter of resignation that is effective tonight. Vice-President Cheetham will be stepping up as acting president. There will be four open spots for the upcoming election. Three for three years and one for one year.

Adjournment – At 7:45 PM Trustee Halvey made a motion to adjourn and it was seconded by Trustee Cheetham.

Respectfully Submitted,

Julie Beyer, Board Recorder of GPLD Board