

# Grinnell Public Library District (GPLD)

## Board Meeting Minutes

October 18, 2023

*Present:* District Trustees Ed Cheetham, Beth Devine, Bill Halvey, Danny Lowney, Tom McAlister, Sean McCarthy, Nicole Morris, Fran Shepherd, and Amanda Sen Villalobos.  
*Also Present:* Kristen Campbell, Library Director, and Board Recorder Julie Beyer.

**Call to Order** – The meeting was called to order by President Cheetham at 7:00 PM.

**Wednesday, November 15, 2023** – The next GPLD Board meeting is at 7:00 PM in the Community Room.

### **Votes**

All votes were unanimous, unless otherwise noted.

**Minutes** – The Board agreed to accept the September 20, 2023 meeting minutes on a motion made by President Cheetham and seconded by Trustee Halvey. Motion carried.

### **VP of Finance's Report & Monthly Bills**

The Board agreed to authorize the voucher signing by President Cheetham and directed the Treasurer to pay the September 2023 Audit Committee reviewed bills (bills as of October 18, 2023) for a total of \$49,120.19 on a motion by Trustee Halvey and seconded by Trustee Lowney. Motion carried.

### **Liaison Reports**

*Town of Wappinger* – There was no report at this time.

*Village of Wappingers Falls* – There was no report at this time.

*Friends* – Director Campbell stated she attended their meeting and the fundraiser at Outback will be November 4<sup>th</sup> from 11:30 AM – 1:00 PM. Tickets are \$30.00 and you can get them from a Friend or at the Circulation Desk. The Gala for next year is tentatively scheduled for September 14, 2024. President Cheetham asked how this year's Gala made out. Director Campbell stated there are still some checks to be dealt with, but they believe they are in the black.

**Director's Report** – Director Campbell's report covered the following items:

### **Building**

Silvestri installed the surge protector for the Quaternary units on 10/3/23.

The 9/29 storm caused a leak in the ceiling going down into the basement. Vanguard roofing came out on 10/2/23 took pictures and assessed the damage. Director Campbell spoke to Frank from Vanguard Roofing on 10/13. He stated there was a lot going on

and Grinnell needs a new roof. She asked him about the 30-year roof and the forecast of replacement in 2027 he said the library would not make it to 2027. Michael Buifi believes that it would be cost-effective for Grinnell to include roofing in the bid package with all the other work, since the gutters will have to come off for that already. It also means only doing one bid. Trustee Devine asked if the roof was cedar shakes like in some other historical buildings because a few sites had to send to Washington State to get them in. President Cheetham stated he did not believe they were because the roof was partially replaced in 1997. Trustee Shepherd asked how many roofs were there and Director Campbell said at least two, possibly three. Trustee Devine asked if she had any idea of the cost and the Director said no. Trustee Devine asked when it would go out to bid, as she is worried about continuing damage from the current leak. Director Campbell said they should have a bid package to review at the November meeting, then it will go out with a bid opening in January. Trustee McAlister asked if this could be considered an emergency to move the repair along. Director Campbell doesn't feel it is in the best interest to spend a lot on a fix when the whole roof will be getting pulled off in the spring. Trustee McAlister stated winter and ice could contribute greatly to more damage. Director Campbell said she could call some roofers to see if there is a fix that could be done quicker than spring and not have to meet bid levels. **On a motion by Trustee Halvey and seconded by President Cheetham, up to \$10,000 can be spent to do a repair on the roof to keep it water tight through the spring. Motion carried.** Silvestri has been called for fall maintenance on the boilers.

### **Exterior Rehab**

As of 10/13/23 Barone was still awaiting window arrival. Director Campbell called them again today and was told that they are looking to ship them on October 30. That means the project is pushed back about three weeks from the tentative schedule given in August. Trustee Devine asked if Mr. Buifi knows how unhappy the library is with Barone at this point. Director Campbell said yes and he is in agreement. They are doing a few other large projects at the same time. Director Campbell said she is not happy with the brackets. They need to be scraped some more. The paint chips have not been properly cleaned up and are now blowing around. Joe Barone should be here tomorrow to discuss this. Director Campbell also said the shingles and stain have been approved. She is hoping that work can be done in the shop so it's not affected by the weather. Barone would like to push off more until the spring, but she and Mr. Buifi want to continue to move forward now.

P2G Architecture will be drafting the next bid documents. It might be more fiscally responsible to fold Phases 2 and 3 in together.

### **Vote**

The library budget passed on October 3, 2023 for a tax levy of \$1,329,676.00. There were 47 voters in all. The total count was 43 yes votes, 4 no votes. Beth Devine, Fran Shepherd, and Amanda Sen Villalobos were all voted in for three-year terms. There was a lower number of voters this year and this could be because story hours were held offsite due to construction materials in the lawn. That was the reason for opening the polls earlier, to accommodate those families that participate in that program.

### **Community Outreach**

Grinnell is participating in the Great Give Back along with other Dutchess County libraries marketed as “Dutchess Libraries Care”. Full-sized toiletries will be given to the Grace Smith House while travel-sized toiletries will be given to Hudson River Housing.

### **Personnel**

COLA is at 3.2% for 2024.

Arnold has resigned from his page position to take a full-time job. Nancy has reached out to a teen volunteer who has interest in the position.

### **Finance**

There will be an increase of \$235 for Grinnell’s E&O/EPLI Policy. Jack (Marshall & Sterling) stated the increase is due to the carrier taking a rate increase as well as the past claim history.

### **Programs of Note:**

The Hispanic Heritage Festival was well attended with 45 kids and adults despite the rain. This program was funded by an MHLs outreach grant that also funded library materials in Spanish.

10/21 -The Art of Antique Bottle Detecting @ 2 pm

10/24 - Reading is O-Kay Book Club @ 5:30

There has been a \$700.00 donation made in memory of Kay Heydman Smith for the Reading is O’Kay Book Club. She attended Kinery Elementary, Van Wyck Jr. and Ketcham High School. Her name was used as inspiration for the book club name.

### **Committee Reports**

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

*Governance Committee* – President Cheetham stated the Board had been given copies of the Computer and Internet Use Policy and the Wireless Use Policy. **On a motion by President Cheetham and seconded by Trustee Sen Villalobos, the Computer and Internet Use Policy was approved. President Cheetham made a motion to approve the Wireless Use Policy. Seconded by Trustee McAlister.** Both motions carried.

*Building Committee* – Most building issues have already been discussed in the Director’s Report. Trustee Devine said she did go to the Village Planning Board meeting and it went very well. Everything was approved. The Committee was going to recommend doing the rest of the building, but now they have to deal with the roof.

### **Old Business**

There was none.

### **New Business**

**On a motion by President Cheetham and seconded by Trustee Halvey, Amber Carpenter was approved as a Page. Motion carried.**

President Cheetham stated the employee raises worksheet will be referred to the Personnel Committee.

**Adjournment – At 7:39 PM Trustee Halvey made a motion to adjourn and it was seconded by Trustee Morris. Motion carried.**

Respectfully Submitted,

Julie J. Beyer  
Recording Secretary