

# Pine Plains Free Library

Board of Trustees

Meeting Minutes

June 21, 2022

(via Zoom)

## Attendees

### **Library Board of Trustees :**

**President**-Beth McLiverty, **Absent- Vice President**-Patty Hall, **Secretary**-Kenda Ward

**Trustees:** Darrin Culver, Keary Hanan, Patrick MacMurray, Ethan DiMaria

### **Non Voting Attendees:**

**Library Director**- Alexis Tackett

**Treasurer and Financial Officer**-Ted Mallozzi

**Friends of the Library**-Jean Osofsky

**Town Liaison:**Sarah Jones

**Call to Order and Welcome:** Meeting called to order at 7:03 by Beth.

**Approval of Minutes** for May 17, 2022: Keary made the motion to accept the May Minutes, Beth seconded, all agreed. Motion passed.

### **Payment of Bills:**

Darrin questioned the copier costs. Alexis explained it was for parts and maintenance. Going forward there will be separate financial lines for the copiers in order to differentiate between the cost of the use of the copier, maintenance, and supplies. Darrin made the motion to accept CAP#220621F in the amount of \$11,440.26. Keary seconded, all agreed. Motion passed.

## **Reports**

### **President:**

Beth will meet with Brian Walsh, Town Supervisor, and Sarah Jones, Library/Town Liaison on Thursday, June 23 at 3pm.

### **Finance:**

\*Patty made a motion to approve the finance reports for June. Keary seconded. All approved. Motion passed.

### **Directors Report:**

\*Attached.

\*May and June have been historically slow months for the Library.

\*Looking for a Vinyasa Yoga teacher replacement as the current teacher is leaving.

\*Summer Reading commences next month along with activities in the Community Room upstairs. There will be different play stations each week from July 5- Aug 11. This is in conjunction with the Summer Program at the PP Rec Center.

\*Kaley the Intern who was sponsored by the Red Hook Rec has finished her term. Alexis requested we keep her on as summer personnel as it would be very helpful for the Library to have extra help. Ted stated we would need to pay Workers Comp- he will check the dates for the fiscal year.

3 points were made- 1-having Kaley stay is great support for the summer.

2-Kaleys salary will be financed through the Didi Barrett Summer Reading Grant.

3-The Board is willing to pay the Workers Comp.

Beth made a motion to agree to pay the Workers Comp for Kaley for July 5-Aug 11, 2022, Darrin seconded, all agreed, motion passed.

### **Friends:**

\*Jean said the Memorial Day Book Sale went great.

\*Friends is working on a sustainable shelf project.

\*\$90 was received from Baker & Taylor to be used to buy more books.

\*Supplies have been moved to the basement.

\$500 donation from The Friends was made for Summer Reading Programs. As well, they donated 5-\$25 gift cards for local restaurants for adults participating in the Summer Reading Book Review Program.

\*Friends will buy a labeler for Alexis.

\*Friends does not hold meetings in July or August.

### **Open Business:**

\*L,P,C Grant- laptops are in and being set up. Awaiting gaming consoles.

\*Help is needed to get the drywall finished in the children's department.

Flooring also needs to be completed and Alexis will request experienced volunteers on the Community Board.

\*Disaster Recovery- being worked on.

\*Signage-Keary has looked into several options. There is a sign maker in Canaan who is willing to work with us but cannot until August. Wording on the sign to be discussed.

\*Facility Plan- discussed above.

\*By Law revision- questions remain about the Open Meeting Law.  
Discussion re: when BoT terms end as nominations are in November and voting is in December. Term dates presently are according to when one takes the oath in Town Hall. Further discussion is needed.

Will not set up standing committees but will form as/when needed- all agreed.

### **New Business:**

\*Strategic (Five Year) Plan- Patty, Beth, and Alexis met last Friday and agreed that the Plan should be no more than a 1-4 page booklet. Will meet again at the end of July and, hopefully, have the completed plan in September.

\*Budget Committee will meet Tuesday July 12 at 4pm. To be discussed in July, discussed with the Board in August, and presented to the Town to be voted on in September.

\*Alexis's Community Report was reviewed. Patrick made a motion to accept the Report, Darrin seconded, all approved.

\***Executive Session** to discuss the application of Claire Gunning to join the PPFL BoT. Non members left the meeting.

Darrin made the motion to go into Executive Session at 8:39, seconded by Ethan all agreed. It was decided to table the decision until after an in person meeting between the candidate and a Board member/s. Patty made the motion to end the Executive Session and return to the regular meeting at 8:53. Darrin seconded, all agreed.

### **Adjournment:**

Motion to adjourn by Darrin at 8:53pm, Beth seconded. All approved.

Kenda Ward

Secretary BoT PPFL

6/30/2022