



Pine Plains Free Library

Board of Trustees Financial Workshop Minutes

August 7, 2023 6:30PM

Pine Plains Free Library & Zoom (Z)

President: Claire Gunning (X)

Financial Officer: Theodore Mallozzi (X)

Vice President: Keary Hanan (X)

FRIENDS Rep: Jean Osofsky (A)

Secretary: Kenda Ward (X)

Library Director: Alexis Tackett (X)

Trustee: Darrin Culver (A)

Town Board Liaison: Sarah Jones (A)

Trustee: Ethan DiMaria (Z)

Special Guests: None

Trustee: Patrick MacMurray (X)

Community Members: None

Trustee: Sandra Koch (X)

X = present in-person Z = present via Zoom A = absent

Call to order: Claire Gunning called this meeting to order at 6:37PM.

Public Comments: None offered.

Financial Workshop: Alexis distributed a packet containing The Proposed 2024 Budget with some corrections, a document with the Budgets for 2020-2023 and the proposed Budget for 2026, a document with the 2024 Library Hours Proposal with the re-opening of the Library on Mondays (Proposal One for 38 hours) as well as Proposal Two to expand hours to 44/week, and Proposal Three to expand to a maximum of 48 hours. It was unanimously decided to go with Proposal One to open the Library on Mondays. The final document is for the discussion of wages for 2024.

Executive Session: Kenda made the motion to move to the Executive Session for salary discussion at 7:25pm. Patrick seconded, all agreed, motion carried. Ethan and Ted left. Alexis stated the COLA for 2024 is projected at 4%. Based on this, performance evaluations, and minimum wage requirements by the state, the following wages were determined:

- Library Assistant will increase to \$17.60/hour
- Youth Programmer will increase to \$17.84/hour
- Clerk will increase to \$15.29/hour

Alexis left at 7:25 for a discussion of the Director's salary. Upon review of performance and comparative rates, it was determined the Director's current 35 hours per week expectation is too low as the Director typically works an average of 40. A change to the job description was agreed to change the weekly required hours from 35 hours/week to 40 hours/week. In proportion, the new rate for the Director adjusting for the increase in hours expectation and COLA is \$50,032.

Alexis came back at 7:45 to run the final personnel figures. Executive session closed at 7:49- proposed by Keary, seconded by Sandy, all agreed.

Adjournment: Keary made the motion to adjourn, Patrick seconded, all agreed. Meeting ended at 7:50pm.