

**Meeting of the Board of Trustees**  
**Minutes for December 7, 2009**

**Present:**

Dorothy Balko	Bill Laraway
Jennifer Birckmayer	Andrew Pellettieri
Bruce Charbonneau	Gary Spielmann
Patty Easton	Jim Tuttle
Lee Jamison	Karen Vecellio
Julie Johnson, Director	Michael Wheeler

**Absent:**

Christian Sweningsen (excused)

Guests: Bonnie Shannon, Bob Albern, Friends

Meeting was called to order by Gary Spielmann at 7:03 PM.

**Announcements:**

Congratulations to Julie, who graduated from Public Library Administration program. Lee & Christian attended Trustee Training on November 7. Gary and Bob attended the Foundation Fundraising seminar on November 13. Bob Albern gave a report on the appraisal of the portrait paintings in the library.

**Meeting**

Jim moved, Mike seconded, motion passed to approve the minutes of November 2, 2009 as corrected: Bill Laraway had been absent (excused.)

**Friends**

Bonnie reported that she and Warren Applegate had a good meeting with Larry Ashmead, resulting in a donation of books. She discussed upcoming events --- Candlelight Night, Mystery Writers' event. She thanked Julie for including a Friends page on the website.

**Director's report (attached)**

Julie gave highlights; circulation is good; overall, Mid-Hudson circulation is down, but KML is up 20%. Congratulations to Becky Hoff, who had her baby. The roof work is finished. The "Food for Fines" program was discussed. She is concerned about State budget cuts to MHLS. Funding will drop to the 1998 level, and she is concerned that they will lose staff.

**Treasurer's report (attached)**

Mike discussed the January to November, 2009 report. The tax report for 2008 is filed. The accountants will attend the January 2010 meeting. Jim moved and Bruce seconded; the report was approved.

**Building and Grounds**

Dot reported that the cleanup is completed. Due to the absence of the housekeeper, because of health, Hallenbeck Cleaners were approached for a quote, and will also give a quote for a one-time-per-month deep cleaning.

**Finance Committee**

No report.

## **Fundraising**

Bill reported that he was unable to find hosts for a wine-and-cheese party.

## **Operations Committee**

Karen had three policies ready to review and approve.

Equipment Use - there was some discussion as to whether this is "policy" or "rules." Bruce felt that Julie could set procedures. Julie, however, said that she would like the Board to have oversight of procedures relating to patrons, and needs this backing from the Board if presented with challenges.

Jim moved, Jenny seconded, approved.

Technology Plan - change to page 5, removing "monetary value" as previously recommended.

Jenny moved, Dot seconded, approved.

Disaster Policy - A thank you to Bob Albern for his help with this. Discussion as to whether this could be dealt with under Procedures. Gary suggested there might need to be legal review; Julie will consult with MHLS. Jim suggested revising Policies and Procedures section at a later date.

Jim moved, Bruce seconded, approved.

## **21st Century Fund**

Gary reported \$14,900 in pledges; \$7,572 in contributions, for a total of \$22,472. Gary and Julie sent out a letter to friends and patrons. \$1,000 was received from a past donor through Friends of the Library. Bill suggested contacting young people from the community, who might donate despite having moved out of the area. The engineers are expected on Wednesday, December 9. A meeting with the architect will be scheduled in January. Andrew offered the suggestion of a raffle or silent auction of a portrait painting of the donor.

## **Old Business**

Mike presented the 2010 budget for approval. A line has been created for the 21st Century Fund. Bruce moved, Jim seconded, budget was approved. Mike reminded us that the financial statements for 2008 involved a review, not an audit. He encouraged us to bring our questions for Mr. Scalzo to the January meeting.

## **New Business**

Patty did the October check review, and recommended its approval. Mike moved, Bill seconded, approved. Bill will do the November review.

## **Sunday Coverage**

12/13 Patty; 12/20 Lee; 12/27 Karen.

Next meeting January 4, 2010.

Jenny moved, Patty seconded; meeting adjourned at 8:18 p.m.

Respectfully submitted,

Lee Jamison

ccs