

**Roeliff Jansen Community Library Draft
Board of Trustee Meeting Minutes
August 20th, 2024**

Present: Chris Atkins

Barbara Barrantes

Marian Dodds

Marilyn Gross

Colleen Lutz- Secretary

Betsy Myers

Pat Placona- President

Steve Smith

Joan Wallstein

Meg Wormley-Treasurer

Tamara (Tammy) Gaskell, Library Director

Absent: Beth Gordon, Ronnie McTiernan, Joyce Craw (Friends)

Guests: None

The meeting was called to order at 6:42 pm by President Pat Placona. The Board meeting directly followed the Berkshire Taconic Community Fund (BTCF) presentation.

Review and Approval of Minutes

Corrections to the July Board of Trustee minutes were proposed via email. Chris Atkins made a motion to accept the minutes with amendments. The motion was seconded by Joan Wallstein and all present trustees voted in favor.

Treasurer's Report

Meg Wormley gave the treasurer's report.

She reported that the Shutts estate was settled at \$1,362,650 with \$1,422.50 in dividends. Although it is not an endowment, the bequest will follow the guidelines of an endowment.

Income of \$12,489 (not including the bequest) was \$6,646 over budget, thanks to a \$5,000 donation from the Friends, \$1,700 from the golf tournament, and \$1,838 in LLSA funds.

Expenses of \$32,717 were \$687 under budget.

The Finance Committee met and reviewed the library finances year-to-date. At this time, they did not recommend any adjustments to the planned expenditures for the year.

A motion was made to approve the warrant report by Pat Placona. Steve Smith seconded the motion, and all trustees voted in favor. The motion carried.

Director's Report

Tammy Gaskell presented the director's report to the Board.

No questions about the written report were raised.

Copake Bicentennial Parade

Tammy reported that the parade was a success. She thanked Herondale Farm for the donation of the wagon and truck, the library staff and kids, and Chris, Marian, Meg, and Pat for marching.

Fran and a volunteer went to Copake Falls day to represent the library on the same day as the Bicentennial.

Strategic Planning

The first Strategic Planning meeting was held at 4:30pm on July 16th. A second meeting was scheduled to be held in a couple of weeks. The committee chairs were working with their committees to give input for the upcoming plan.

Voter Registration Day

September 17th (Tuesday) was scheduled to be a voter registration day. Tammy was looking for volunteers to help staff the event.

Events Sign

Tammy was continuing to seek a variance to put up the sign. She was scheduled to attend the Copake ZBA meeting on Thursday August 22, 2024.

Solar Panel Issues

The solar panels were repaired.

Tomasetti Bill

An agreement was made in March 2024 to pay \$5,000 for the roof issue. The library owed \$5,915 at this time.

A motion was made by Meg Wormley to pay the \$5,915 Tomasetti Bill. Steve Smith seconded the motion. All were in favor, motion carried.

A flu and COVID clinic will be held at the library in October 2024.

Friend's Report

No report.

Committee Reports

Building Administration- No report

Development- Betsy Myers reported that the Business Partners Appeal would be ready to go out in October. She asked if Pat could give her a list of the businesses in the parade. Pat said she could get a copy of the list to Betsy. She also suggested that the committee talk to Kellie Nardin to determine if she might like to help on the Business Partners Appeal.

The Development Committee will be meeting on the first Tuesday of the month at 10:30 am.

*Human Resources-*No report.

Nominating- Marian reported that Beth, Colleen, and Ronnie's terms were expiring.

Outreach- No report.

Finance- No report.

Pavilion Committee- The bids were reviewed. More questions were brought up. The project will be postponed until next year so that the questions can be addressed.

Old Business

Pat Placona reported that the library had received one bid for the roof repair. The library was still waiting for other bids.

Steve Smith reported that Warren Smith, the consultant engineer, will be asked to review any proposals received to make sure they are appropriate.

New Business

Chris Atkins reported that January 3rd, 2025 was the centenary of the library. Meg Wormley reported that it had already been celebrated. The Board discussed that it was most likely the centenary of the Hillsdale Library Building.

Chris thought that it could be a good opportunity to celebrate that building and the library as well. The Development Committee will put it on the agenda to discuss how it could be added in the fundraising, for example in the Annual Appeal.

Colleen Lutz made a motion to adjourn the meeting. Barbara Barrantes seconded the motion, and all were in favor. The meeting adjourned at 7:11 pm.

Respectfully Submitted
Colleen Lutz, Secretary

