

**Roeliff Jansen Community Library Draft
Board of Trustee Meeting Minutes
July 16th, 2024**

Present: Barbara Barrantes
Marian Dodds
Beth Gordon
Marilyn Gross
Colleen Lutz- Secretary
Ronnie McTiernan
Betsy Myers
Pat Placona- President
Steve Smith
Joan Wallstein
Meg Wormley-Treasurer
Tamara (Tammy) Gaskell, Library Director

Absent: Chris Atkins

Guests: Joyce Craw (Friends)

The meeting was called to order at 6:03 pm by President Pat Placona. She reported that on August 20th, 2024, Berkshire Taconic Community Fund (BTCF) was going to give a presentation to the Board about planned giving at 5:30pm.

Review and Approval of Minutes

Corrections to the May Board of Trustee minutes were proposed via email. Joyce Craw added a few changes to the Friends report. Marilyn Gross made a motion to accept the minutes with amendments. The motion was seconded by Beth Gordon and all present trustees voted in favor.

Treasurer's Report

Meg Wormley gave the treasurer's report.

Income of \$96,440 was \$31,222 over budget, thanks to \$57,304 Gala income and \$32,375 in grant income. The Rheinstrom grant is up \$2,000 over the amount from last year. The Gala income was \$17,000 over budget.

Expenses of \$31,213 were \$10,656 under budget because of the timing of bills and payroll. The Gala expenses (\$10,736) in May were incurred earlier than budgeted.

The Charlotte Schutts bequest was moving through the NYS Attorney General's office.

There were no questions on the 2023 990 and it was reported as submitted.

A motion was made to approve the warrant report by Beth Gordon. Joan Wallstein 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.

Betsy Myers asked about the e-resources numbers. Tammy reported that these catalog items were continually growing and have become popular.

Joyce Crow asked if the Roe Jan Library could advertise the resources of the New York Public Library (NYPL). Tammy reported that they (NYPL) had asked that individual libraries not advertise their collection.

Copake Bicentennial Parade

Tammy reported that a hay wagon had been secured for the Copake parade August 17th, 2024. Pat and Meg would carry the library banner.

Joyce reported that the Friends will be giving out bookmarks.

Pat asked for Trustee volunteers for the day, three members indicated they could attend.

Strategic Planning

The first Strategic Planning meeting was held at 4:30pm on July 16th. All committee chairs would be invited to the process.

Michelle Hinchey Grant

Tammy and Pat were meeting with Michelle Hinchey's office to discuss capital projects for the library. The meeting was planned for July 24th, 2024. They were planning on discussing the roof replacement.

Events Sign

Tammy had received quotes for a permanent sign. Larkin Signs submitted a design for a 4' X 8' sign which is too big according to the Copake Zoning Law. Tammy will seek a variance to put up the sign.

Solar Panel Issues

One solar panel inverter was not working and needed repair.

Plastic Bench

Kim and Greg helped put the new bench together. The library continued to collect plastic bags and was now considered a collection site.

A motion was made by Meg Wormley to pay the \$3,100.30 Landscaping Bill. Barbara Barrantes seconded the motion. All were in favor, motion carried.

Friend's Report

Joyce Craw gave a brief report.

Bookshop: In June-July, there was \$1,393 in income. The balance of the account is \$6,738. The Friends were able to make a \$5,000 donation to the library for Hoopla and Canopy.

The Bookshop had a display of the New York Times Bestseller List of "100 Best Books". They were able to sell all the books in the display.

Two new bookcases and one CD tower were donated.

On December 13th and 14th, the Friends were planning a bake sale, soup sale, book sale, and 50/50 raffle. They welcome help from the Trustees.

Committee Reports

Building Administration- No report

Development-Marilyn reported that the library golf tournament brought in \$1,700 and had 36 players attend. This was the last year of the golf tournament. The committee would like to do something different.

The Gala broke the previous record. There were 320 tickets pre-sold and 11 tickets at the door. There were approximately 300 people in the building. The combined auction income was approximately \$29,000.

The wine grab was a success, all bottles of wine were sold.

There was a Gala de-brief meeting scheduled for Thursday July 18th at 2pm. The group will discuss what went well and what things could be improved.

Pat Placona announced that Betsy Myers had agreed to chair the Development Committee. She thanked Chris and Marilyn for all their work.

Human Resources-No report.

Nominating- No report.

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

Berm- Tighe and Bond has provided a report that the berm is in good shape and does not need to be improved. They said that they could come to a trustee meeting if the Board had questions. Sandbags will be stored in the shed.

Executive Session

Steve Smith made a motion to enter executive session to discuss strategy regarding proposed litigation involving problems recently discovered with the library facility. Meg Wormely seconded the motion, and all were in favor.

The discussion of litigation strategy concluded, and no other action being taken during the executive session, Meg Wormley made a motion to exit executive session, Colleen Lutz seconded the motion, all were in favor, the motion carried.

New Business

None

Beth Gordon made a motion to adjourn the meeting. Marian Dodds seconded the motion, and all were in favor. The meeting adjourned at 7:08 pm.

Respectfully Submitted
Colleen Lutz, Secretary

