

**Roeliff Jansen Community Library Draft
Board of Trustee Meeting Minutes
February 18th, 2024**

Present: Chris Atkins

Barbara Barrantes-Vice President
Beth Gordon
Marilyn Gross
Colleen Lutz- Secretary
Ronnie McTiernan
Betsy Meyers
Pat Placona-President
Steve Smith
Meg Wormley-Treasurer
Tammy Gaskell, Director

Absent: Marian Dodds, Joan Wallstein, Joyce Craw (Friends)

Guests: None

Review and Approval of Minutes

Meg Wormely proposed that the organizational minutes be a separate from the regular meetings. Marilyn Gross made a motion to accept the minutes with proposed corrections. Beth Gordon seconded the motion, and all present trustees voted in favor.

Treasurer's Report

Meg Wormley gave the treasurer's report. She reported that the income received from the annual review in January accrued to 2024. She asked if there were any questions about the reports. There were no questions about the report.

Chris Atkins asked if the reports were available on the website. Meg reported that the reports were on the website.

Bob Patterson was planning to do an audit of the records on February 20th, 2025.

To date, Ancram and Hillsdale have paid their portion of the taxes.

Meg reported that the finance committee met to decide how the surplus funds would be managed. There were \$88,000 surplus funds, and \$33,000 was decided to move to repair and maintenance fund to make sure the balance was brought up to a minimum of \$50,000. There was an extra \$47,000 which the finance committee also recommended putting the remaining funds into the repair and maintenance fund to help offset the expenses expected to come with the upcoming roof repair.

Beth Gordon made a motion to move the remaining funds into the repair and maintenance fund as suggested by the finance committee. Chris Atkins seconded the motion, all trustees voted in favor, motion carried.

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

Director's Report

Tammy Gaskell presented the director's report. There were no questions from the Board.

Generator Project- Tammy reported that Herrington's quoted a price of \$10,575 for a 1,000-gallon propane tank and wiring. The pad would cost about \$4,500. BCI (Berlinghoff Contracting) has quoted the generator at \$74,000. Overall, the project cost is estimated to be \$90,000 for 100 kw generator. That size generator would power the entire library.

Heather Herrington stated that she will give a donation to the library to offset the costs of the tank.

A motion was made by Meg Wormley and seconded by Chris Atkins to approve the annual report. All trustees were in favor, motion carried. The report was submitted to the state.

Tammy reported that the library SAM registration was updated. A certificate of amendment of incorporation was needed because the name of the library had changed. Meg Wormley made a motion to accept the certificate of amendment of incorporation for the Roe Jan Community Library. Beth Gordon seconded the motion, all trustees voted in favor, motion carried.

Immigration Issues- The ESL class had not been impacted by the recent immigration activity. Tammy reported that a lawyer came in to speak with the ESL class to make sure they knew their rights. About twelve people are enrolled in the class.

The staff I-9 forms were updated.

The law enforcement policy was discussed and reviewed by the staff.

Friend's Report

Ronnie McTiernan gave the Friends report. She reported that January had been slow due to the weather, but the Bookshop had made \$574. February to date had brought in more money than January 2025.

Committee Reports

Building Administration- No report.

Development- Betsy Myers gave the report to the Board.

Business Partners: As of 2/18, we have received \$6,483. An additional \$2,000 donation was not included in that number; therefore, the amount was closer to \$8,483. We budgeted \$9,000. There was an average donation of \$283/ business.

Annual Appeal: As of 2/18, we have received \$94,290. 295 donations have been received to date of the 1,952 solicitation letters. The budgeted amount was \$90,000 for mail solicitations, so the appeal is on track. The average donation amount was \$323 per person.

Gala: The Save the Date card was finalized and sent out. The website has been updated with the information. Catamount will be more expensive this year and even more in 2026. Chris Atkins has secured the auctioneer.

Beth Gordon reviewed the Wine Grab with the Trustees. Each trustee was expected to donate two bottles of wine, around \$20 either Red or White.

National Library Week: The theme for this year's NLW was "Drawn to the Library".

Human Resources- No report

Nominating- No report

Outreach- No report.

Finance- No report.

414 Committee- Steve Smith circulated and read a copy of the Tax Cap Override Resolution (See Attached). Marilyn Gross made a motion to accept the resolution as read, Meg Wormely seconded the motion. All trustees voted in favor; motion carried.

Steve reported that he would contact the three Town Clerks to notify them of the resolution. He also suggested that the library Director, 414 Committee Chair, and Trustee President meet with the Town Supervisors to review the 414 information and petition.

The Petitions, which require a minimum of twenty-five signatures, need to be certified and submitted to the BOE no later than three months before voting begins. That date would fall in July.

Pavillion Committee- Pat Placona reported that Warren Temple Smith had submitted preliminary drawings. The committee will be meeting again to go over them.

Old Business

The roof was still leaking in various places. The weather needs to break so that the roof work can be done. Pat Placona reported that Michele Cooper stated that insurance would not be paying for the repair work, so we no longer needed her services.

New Business

None.

Steve Smith made a motion to adjourn the meeting. Betsy Myers seconded the motion, and all were in favor. The meeting adjourned at 6:47 pm.

Respectfully Submitted
Colleen Lutz, Secretary

DRAFT

Tax Cap Override Resolution:

Whereas, the adoption of the 2026 budget of the Roeliff Jansen Community Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved; that the Board of Trustees of the Roeliff Jansen Community Library voted and approved to exceed the tax levy limit for 2026 by at least the sixty percent of the board trustees as required by state law on February 18th, 2025.

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