



Minutes of Meeting of the Board of Trustees
Highland Public Library
Thursday, February 23, 2017
30 Church Street
Highland, NY 12528

Attending: Joanne Loewenthal, President; Darlene Plavchak, Vice President for Internal Matter; Nancy Hammond, Vice President for External Matters; Eric Norberg, Financial Officer; Frances Brooks, Recording Secretary; Melissa Burdash, Corresponding Secretary & Fundraising Chair; Mark McPeck, Technology; Julie Dempsey, Library Director

Absent: All Trustees were in attendance

The meeting was called to order at 6:31 p.m.

The members recited the Pledge of Allegiance

Nancy moved to accept the minutes of the January 26, 2017 Board Meeting. Eric seconded. All were in favor

Financial Report:

Fran moved as follows: Be it resolved to accept the financial report for January, 2017 as received from Rose Turmo Woodworth, CPA. Mark seconded. All were in favor

Nancy moved as follows: Be it resolved to approve the warrants attached for operating expenses for the month of February, 2017. Fran Seconded. All were in favor.

Director's Report:

Julie indicated that having only 2 people at night is not working so we are looking for a part time clerk to work evenings and Saturdays for 12 hours per week.

Advocacy Day

Governor Cuomo has taken money from Libraries in his budget. People are sending letters to get

money put back in his budget for Libraries. Julie was supposed to go to Albany, but due to a family illness, she is unable to do so.

Correspondence and Awards

Julie wrote a letter to Assemblyman Frank Skartados asking for more money. This way if anything comes up, he will already have a letter requesting additional funds. We received an award for participating in the “Toys for Tots” program.

Old Business:

Meeting Room Policy: Fran moved and Nancy seconded to the following: Be it resolved to approve the Meeting Room Policy as is. A few formatting issues will be corrected and a final copy distributed to the Trustees.

Construction update:

Pipes are being installed for sanitary facilities. The Trustees would like to do a walk-through in April, weather permitting.

Listing of Current Building:

John Quinn will list the current Library Building for \$275, 000 in Multiple Listings. He will receive a 5% commission upon the sale of the building.

Set Time for First Thursday Meetings

Starting March 2, the Board will meet on the first Thursday of the month (in addition to the fourth Thursday of the month) until the new Library is completed. The purpose of these meetings is to approved construction warrants. They will be held at 4:00 p.m. on March 2; April 6; May 4 and June 1 at the Library.

New Business:

The budget vote if on April 26, 2017. Therefore, the Annual Meeting will be held on April 25, 2017 at 6:30 p.m. at the Library.

Acceptance of DLD Annual Report

All Libraries must fill out the Department of Library Development report on a January to December calendar year. The report includes Circulation and Program Statistics, Financials, Materials, etc. that was completed during the year. The report goes to Mid-Hudson Library System and then it goes to the State. The DLD report was presented to the Board. Fran moved to accept the report; Nancy seconded. All were in favor.

Committees:

Fundraising

Everything is set for the March 9, 2017 LuLaRoe fundraiser. Missy spoke to Leslie Benson to see if the Friends would handle the Bake Sale. The fundraiser will be held at the Church next door to the Library. Each consultant donates a portion of their profits back to the Library.

Friends Liaison Report

The Friends of the Library is sending out a flyer about the paying bricks.

The Friends meeting is Saturday, February 25, 2017.

Angela reported that the Friends have a healthy budget.

They are busy with Spring Fest that will take place on Saturday, May 20, 2017. There will be a book sale in order to empty out the storage unit.

There will not be bed races this year. Instead there will be shopping cart races.

Nancy moved to adjourn. Fran seconded. The meeting adjourned at 7:29 p.m.