

MINUTES
MEETING –BOARD OF TRUSTEES
HIGHLAND PUBLIC LIBRARY

14 Elting Place
Highland, NY 12528
Thursday March 28, 2019

In attendance: Nancy Hammon, Joanne Loewenthal, Darlene Plavchak, Melissa Burdash, Mark McPeck, Eric Norberg (late), Director Julie Kelsall-Dempsey. Excused: Fran Brooks

CALL TO ORDER 6:01PM
Pledge

Minutes: **Feb 28, 2019**
Move to accept-Nancy, Second-Joanne, Approve-all.

Financial report:

- A. Be it resolved to accept the Feb 2019 financial report as prepared by Rose Woodworth, accountant. Move to accept- Joanne, Second- Nancy, Approve-all.**
- B. Be it resolved to approve the warrants attached for operating expenses for the month of March 2019. Move to accept- Mark, Second- Nancy, Approve-all**

Director's Report: **Vineyard Commons Visit-** Julie was asked to speak. She and Sara went (Sara to discuss the delivery service). Brought giveaways, talked about services available, including Hoopla and Kanopy.

Rotary Corporate Membership--Pilot for corporate membership. Julie or Holly will attend meetings.

Fine free pilot-under 16 and 65 and over-Pilot with Mid Hudson. While a small portion of income does come from fines, it often is at the cost of good will with the patrons and puts staff in the position of having to collect. This program will absolve patrons under 16 or over 65 of fines. Eventual goal is to be a fine-free library.

Pilot Overdrive cpc- CPC is Circ per checkout, similar to Hoopla. Rather than purchase every title requested by patrons, this allows our patrons to check out electronic titles that we do not own at a cost per title. This does not affect our current collection. The only difference patrons might notice is more titles. These extra pay per use selections are available only to Highland patrons (we pay the fee only for Highland, not all of Mid-Hudson).

Cleaning service-The custodian we were using did not work out. We called 4 places for estimates, went with Down to Earth cleaners. Started this week with noticeable improvement. \$135 per week, 3 times a week. He threw in buffing the floors at no cost.

New Business: **Tax cap override resolution**-Moved-Nancy, Second-Mark, Approve-all.
 Meeting room policy amendment-Need to update policy on after-hours
use of Community Room. After some discussion, it was decided rather than eliminate the option,
offer it at a fee of \$50 (to cover staff having to come in during time off to deal with alarm and
locking up). To have second reading and vote next month.
 Environmental policy update-Presented. Second reading and vote next
month.

Old Business: **2019-20 budget second review and approval** Moved- Mark, Second-
Nancy. Approve by roll call: Nancy-yes. Joanne-yes. Darlene-yes. Melissa-yes. Mark-yes. Eric and
Fran-absent.

Standing Committees: Facilities-No report
 Personnel-No report
 Trustee Training-discussed structure/expectations of Board Meetings.

Friends Liaison- Leslie Benson/ Eric Norberg- No report
Public Comments-Asked to clarify tax cap and schedule for next meeting and budget vote.
Other
Adjournment 6:42