

Millbrook Library
Board of Trustees Monthly Meeting Minutes
January 26, 2016

Attendance: Kathy Galli, David Purcell, Sarah Rizzo, Cynthia Rosenzweig, Jonathan Thorne, Dawn Tompkins, Kerry Weller

Also Present: Stephanie Harrison, Director; Meredith Tiedemann, Bank of Millbrook; Audrey Grifel, New York Council of Nonprofits, Inc. (NYCON)

- The meeting was called to order at 7:03 p.m.

Meredith Tiedemann, Trust Officer, Bank of Millbrook gave a presentation on the trusts for the Library.

Audrey Grifel, New York Council of Nonprofits, Inc. (NYCON) , gave a presentation. A year ago, the Library applied to the Dyson Foundation for a grant supporting Board development strategies. Audrey discussed fund development in the context of planned giving and also discussed risk management.

Approval of Minutes

- Cindy moved to accept the minutes of December 15, 2015. Sarah seconded. Approved unanimously.

President's Report

- Board of Trustees Vacancy - Kerry reached out to a Union Vale resident as a potential Board candidate. We do not have a provision in the by-laws for representation from Union Vale. Kerry will make appropriate changes to the by-laws before presenting to the Board for approval.
- Officers will be needed for 2016.
- Sign for Franklin Avenue entrance - The Board would like to see a picture of the proposed sign, as well as a price.
- Merritt Bookstore staff chose a book to honor Susan Fargione's service on the Board.

- Invite guests to Annual Meeting - Stephanie will send a list of potential attendees to the Board.
- Advance certificate class for Stephanie Harrison - Cindy made a motion to allow Stephanie to attend work related classes and have the class time count as work hours. Jonathan seconded. Approved unanimously.
- Kerry will have Chris review architect proposal.

Treasurer's Report

- The results from 2015 were much better than expected. The Library had unexpected contributions and grants of about \$42,000 over budget. We had cost savings of various expenses of about \$24,000, compared to the budget again. We also had an unexpected contribution for capital improvements of \$125,000.

Director's Report

- Renovation of Book Sale area - An anonymous donor has offered to pay for paint and lighting for the book sale area.
- County funding - Directors trying to get a funding line. Marc Molinaro was approached, but he said no.
- Town of Union Vale, signed contract for Mid Hudson. Restrictions will be lifted when the money is received, hopefully before March 1.

Youth Services Coordinator Report

- Nothing to report

Fund Development Report

- Nothing to report

Communications/Correspondence

- Nothing to report.

Committee Reports

Buildings and Grounds

- Nothing to report.

Budget/Finance/414 Committee Update

- Nothing to report

Development/Fundraising/Friends

- Nothing to report

Policy

- Kerry and Stephanie will be in contact with Rebekkah Smith-Aldrich to be sure she has policies.

Nominating

- Nothing to report

Long Range Planning

- Nothing to report.

Unfinished Business

- Nothing to report.

New Business

- Nothing to report.

David made a motion to go into Executive Session to discuss the salary of a certain employee. Dawn seconded. Jonathan made a motion to come out of Executive Session. David seconded.

The Personnel Committee via email correspondence on January 14 and 15, 2016 voted unanimously to recommend to the Board of Trustees that the salary of a certain employee be increased by 3%. The Board accepted this recommendation and unanimously supported it.

Jonathan made a motion to adjourn the meeting at 8:55 p.m. David seconded.

Next Meeting: February 23, 2016. Annual Meeting at 7:00 p.m., regular monthly Board meeting will immediately follow.

Respectfully Submitted,
Kathryn Galli

