

Livingston Manor Free Library Board Meeting

June 25, 2018

Present: Ms. Carlson, Ms. Estabrook, Ms. Farrell, Ms. Feuerstein, Ms. Hemmer, Ms. Hines, Ms. Sanborn, Ms. Schmidt, Mr. Steinhauer, Director Laibstain

Absent: Ms. Lundquist, Mr. Shultz

Meeting Called to order by Ms. Farrell at 6:00

May Minutes accepted by Ms. Sanborn, seconded by Ms. Hemmer

Treasurer's Report (Ms. Sanborn)

-Full report available upon request.

-LMFL balance- \$95,140.18 savings-\$18,001.13

-Manor Ink- \$6,930, pending a \$1,000 adjustment

-Manor Ink is currently on target to hit their goal for the year.

Motion to accept the report by Ms. Carlson, seconded by Ms. Hemmer

Old Business

Director's Terms of Employment

-The Personnel Committee will meet to review this when Mr. Shultz returns.

-The 2016 document was located and will be used and enforced until revised.

-Health insurance was looked into by Mr. Laibstain and requires further investigation.

Library Sign Installation (Ms. Feuerstein)

-Ms. Feuerstein and Ms. Schmidt went through proper channels to have the sign placement approved.

-Thank you to Mr. Forshay for helping with the installation.

-Mr. Laibstain will look into the possibility of a new sign for the side of our building. Paul Keene designed the current sign and may be the one to contact.

Old Business continued

Budget Vote

- Voting opens at noon 6/26/18
- Mr. Laibstain has people covering all voting hours

Hail Damage

- Adjuster approved replacing roof caps only, although no one has been able to physically go on the roof to investigate more closely.
- \$8,000 estimate -We have a \$1,000 deductible
- Luna construction was suggested as well as Mike Dean

Town Of Rockland Contribution for Oil

- Mr. Laibstain will take the form to Town Hall.

Service Auction and Parade Review

- \$2,008 was made from the auction, although not all funds have been collected.
- A note thanking Sally and C.A.S. will be sent.
- We need to have a better location for our service auction next year.

Annual Fund Drive Letter

- We need to target the month of July for mailing in order to include summer residents.
- The same format as past years will be utilized.
- The Fundraising Committee will meet to discuss changes for the future.

Old Business Continued

Manor Ink (Ms. Hines)

- Manor Ink Open House was a success!
- Ms. Bivins was honored.
- A very positive experience for all involved.

Turkey Trot

- Fundraising Committee will meet to discuss this event further.
- Mr. Laibstain will contact Mr. Bressler.
- Event usually takes place the first Saturday in November.

Recognition of Kaplan Foundation Donation

- Mr. Laibstain will be purchasing the signage required.

Charter Amendment

- Ms. Farrell received the revised document!

*Nominating Committee will fill the seat left by Mr. Madison.

*Ms. Sanborn made a motion to add Mr. Laibstain as a signatory on all LMFL bank accounts as well as credit cards, seconded by Mr. Steinhauer.

Director's Report (Mr. Laibstain)

- A full report is available upon request
- The library may offer a raptor program.
 - Mr. Laibstain will check with Ms. Lisa Lyons before scheduling.
 - The cost will be \$400.
- The LMFL's long range plan will soon need to be updated.

Director's Report Cont.

- Labor Day Party

- Mr. Laibstain will come up with a theme for the event.
- Mr. Laibstain will contact Eastern Star for use of the building.
- Signs have been put up stating that food/drink are not allowed by patrons.
- LMFL may be purchasing season passes to the Bethel Woods Museum as well as the Time in The Valley Museum for LMFL patrons to borrow.

The meeting was moved into executive session at 7:35 as so moved by Ms. Hemmer and seconded by Ms. Schmidt for the purpose of organizational discussion.

8:00 Board Meeting commenced and adjourned as moved by Ms. Sanborn and seconded by Mr. Steinhauer.