

Minutes of the Meeting of the Board of Trustees of the Livingston Manor Free Library – January 25, 2020

In attendance: V. Farrell, P. Shultz, M. Feuerstein, M. Hemmer, A. Schmidt, L. Lundquist, A. Steinhauer and H. Barish (Director)

Absent: A. Hines, J. Carlson, and V. Sanborn

M. Farrell called the meeting to order at 6:00 p.m.

M. Farrell moved for the approval of the minutes of the November and December Board meetings, seconded by P. Shultz: ALL WERE IN FAVOR.

M. Steinhauer moved for the Board to go into Executive Session to discuss a personnel issue, seconded by M. Hemmer: ALL WERE IN FAVOR.

Executive Session concluded at 6:30 p.m. NO FORMAL ACTION WAS TAKEN.

M. Farrell moved for acceptance of the monthly financial reports provided by Ms. Boyd, seconded by A. Steinhauer: ALL WERE IN FAVOR.

M. Feuerstein reported that the recommendation of the Fundraising Committee was that only the annual appeal be undertaken in 2020, in addition to periodic book sales. She explained the rationale of the Committee was that the Trout Parade Auction had become a “stale” and with the closing for CAS for renovations it would become a logistical problem where to hold it. In addition, the “run” fell flat on its face, so to speak, likely due to poor timing, weather and the more significant race sponsored by the Catskill Brewery.

M. Barish then reported that the amount to date raised by the 2019 appeal was \$6292, far more than in previous years, likely because it was tied to a specific purpose (children’s room renovations). The amount spent (net of the P.O refund which has been received) on the mailing was \$1735, leaving the “profit” of \$4557. The amount of \$1624 has been

spent to date; meaning we still have \$2933 available. Suggestions were made to have Jessica purchase a new children's table and chairs, and a nice world globe.

M. Barish also circulated a list of about 10 "significant" contributors from 2017/2018 who did not give to the 2019 campaign, and will be re-solicited.

M. Farrell reviewed the Board Meetings calendar for 2020, noting the May meeting will be on a Tuesday due to Memorial Day.

M. Farrell also reviewed that the Library will stay open on MLK Day (M. Barish reported that there were 15 patrons that day), Columbus Day and Veterans Day, albeit with shorter hours (10-3).

M. Farrell noted that the new tax cap is 1.81% and made a motion to approve the following Tax Cap resolution, seconded by M. Shultz: ALL WERE IN FAVOR:

RESOLVED, the adoption of the 2021 budget for the Livingston Manor Free 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 the General Municipal Law expressly permits the Board of Trustees to override the tax levy limit, the Board of Trustees hereby approves exceeding the tax limit for 2021.

M. Shultz moved for the approval of the following officers for another term of one year, seconded by A. Steinhauer: ALL WERE IN FAVOR:

PRESIDENT: M. Ferrell; VICE PRESIDENT: M. Hines; FINANCIAL OFFICER: M. Sanborn; SECRETARY: M. Hemmer.

M. Farrell reviewed the following Committee assignments and asked that the Trustees review them at the next meeting:

NOMINATING: Lundquist, Schmidt and Shultz  
BUDGET & FINANCE: Sanborn, Carlson and Hines  
PERSONNEL: Farrell, Hines, Shultz and Steinhauer  
PROGRAMMING: Schmidt, Hemmer and Carlson

## FUNDRAISING: Feuerstein, Sanborn, Lundquist and Steinhauer

M. Barish reviewed his Director's Report, particularly noting that attendance has been strong at the last two Saturday story time hours, and patrons have been coming in Thursday evenings for computer support from Bryan. The turnouts were also good for the two sessions seeking Census Takers. A number of Trustees praised the work of Jessica in the Children's Room.

M. Barish will present his recommendations for staff raises at the next meeting, after consultation with M. Sanborn.

M. Barish presented language from Jeff Bank to approve his use of the Library's debit card for Library purchases, but the language did not make sense to some Trustees. M. Steinhauer volunteered to speak with the Bank to get it explained and/or corrected for review at the next meeting.

The Meeting ended at 6:56 p.m.