

HENDRICK HUDSON FREE LIBRARY
Board of Trustees Meeting
February 22, 2016

Board members present: Kathy Americo, Ellen Roth, Agnes Leyden, Cindy Neff, Michele Keefe, Mark Geisler, Christine Puente, Jeffrey Schwartz

Also present: Jill Davis, Director

Ms. Keefe called the meeting to order at 8:00pm.

The minutes of the November 23, 2015 meeting were approved on a **motion** made by Ms. Leyden and seconded by Mr. Schwartz; motion carried (8-0).

FINANCES - Mrs. Davis

- **Budget-to-Date** -- reviewed and accepted as in line with 7 months of our FY. Deposit to Sunrise Solar was paid out of the Capital Money Market (2889) and will be reimbursed once the re-financing of the debt service is complete.
- **Treasurer's Report** - reviewed and accepted. Mrs. Davis reported that the CD which came due in February was change from a 15-month to a 12-month CD at a rate of 1.25%. The new date will be reflected in the February treasurer's report.
- **Miscellaneous Income Report** - reviewed and accepted.

PUBLIC COMMENTS - none

OLD BUSINESS

❖ **Expansion Update**

Mrs. Davis, Mrs. Kolesar and our Gates Capital Management team will be meeting with representatives from the Westchester County Local Development Corporation to discuss our application for bond funding. Mrs. Davis has reached out to both Assemblywoman Galef and Senator Murphy for support for our project by initiating a State and Municipal Facilities Funding application on the library's behalf. Assemblywoman Galef does not believe in utilizing that program and Mrs. Davis is waiting for a response from Senator Murphy. Mrs. Davis is working on a national grant request for solar funding through EBSCO (our magazine subscription vendor).

❖ **Officers for July 2016-June 2018**

The following slate of officers will be voted on at the Annual Meeting, April 25, 2016 to serve from July 1, 2016-June 30, 2018.

- President-Agnes Leyden
- President Elect- Cynthia Neff
- Secretary-Kathy Americo
- Treasurer-Jeffrey Schwartz

❖ **Board Terms**

A **motion** to extend Ms. Roth's trustee term for 3 additional years effective July 1, 2016-June 30, 2019; and allowing her to exceed the three, 3 year term limit was made by Ms. Keefe and seconded by Ms. Leyden; motion carried unanimously (8-0).

❖ **Board of Education Meetings**

Ms. Keefe and Mrs. Davis will present the FY2016-2017 budget at the March 9, 2016 Board of Education meeting for inclusion on the May 17, 2016 ballot. All board members are invited to attend.

NEW BUSINESS

❖ Compensation Committee-Suggested Starting Salaries

This policy will be reviewed to assure all job titles are reflected in the document and a final decision will be made at the March 2016 meeting.

❖ Decibel Testing Results

The result of the noise testing of the current HVAC system was performed and the required reports sent to the Town Engineer. The Town has asked for additional information concerning the proposed new HVAC system which will be provided once the engineering plans are finalized.

❖ 2016-2017 Budget Approval

The current flexible spending account benefit, which is available to full-time employees only and is being taken advantage of by 3 staff members at a cost \$1200 per year to administer is being dropped from the library's benefit package. If Mrs. Davis can secure an alternative plan at a cost of \$600 a year or less the benefit will again be offered to staff members.

The draft FY2016-2017 budget was distributed prior to the meeting. There was brief discussion of both income and expenses including the tax cap and the salaries lines. After reviewing the Library Director's 2015 accomplishments, a **motion** was made by Ms. Leyden and seconded by Ms. Neff to include an increase of \$3000 to the Library Director's salary in the 2016-2017 budget; motion carried unanimously (8-0). The FY2016-2017 proposed budget was then approved on a **motion** made by Ms. Roth and seconded by Ms. Americo; motion carried unanimously (8-0).

DIRECTOR'S REPORT- See attached

DEPARTMENT REPORTS - (January, May, September)

CORRESPONDENCE

OTHER

Meeting adjourned at 9:16 pm.

NEXT MEETING: Monday, March 28rd -8:00pm