

**HENDRICK HUDSON FREE LIBRARY
Board of Trustees Meeting
September 18, 2017**

Board members present: Ellen Roth, Agnes Leyden, Mark Geisler, Philip Brandon, Charles Smith, Kathy Americo, Cindy Neff

Also present: Jill Davis, Director

The Board took a tour of the Children's Room prior to the start of the meeting.

Ms. Leyden called the meeting to order at 8:18 pm.

Pledge of Allegiance was recited.

The minutes of the May 22, 2017 and June 26, meetings were held over and will be presented at the October 23rd meeting, as there were not enough eligible trustees present to vote.

FINANCES - Mrs. Davis

- **Budget-to-Date -Final for 7/16-6/17** reviewed and accepted. Mrs. Davis noted that the expenses for the FYE June 2017 were at 93%. She requested that \$75,000 of the fund balance be transferred to the Synchrony money market account to replace the funds which were used for the construction project prior to obtaining the financing. A **motion** was made by Ms. Roth, and seconded by Ms. Neff to approve the transfer of \$75,000 from the operating account (fund balance) to the capital money market; motion carried unanimously (7-0).
- **Budget-to-Date-July and August** reviewed and accepted as in line with 2 months of our FY.
- **Treasurer's Report** - reviewed and accepted. Reserve account 12 month CD will come due the end of October. Mrs. Davis will ask Mrs. Kolesar to check rates closer to the maturity date and a decision on this CD can be made at the October meeting. Mr. Geisler suggested checking Ally Bank (Mrs. Davis has since checked and Ally Bank does not offer Business Accounts).
- **Miscellaneous Income Report** - reviewed and accepted.

PUBLIC COMMENTS -NONE

OLD BUSINESS

- **Construction Update**
Mrs. Davis reported at this point we are on target for an October 9th Grand Opening. Invitations have been mailed to dignitaries. Food vendors, face painting and balloon animals, and air castles have all been secured for the event.
- **Paid Family Leave Law**
Mrs. Davis reported that per our insurance agent, Association Libraries are not required to abide by this law. Since it is an employee funded policy, Mrs. Davis will poll the staff to see if it is a benefit they would like to take part in. If so, Mrs. Kolesar will make the needed arrangements with our disability insurance company and our payroll company to have the deductions begin in 2018.

- **Policy Review-Art Waiver**
Mrs. Davis reported that our Art and Display Policies and Waivers indicate that the library does not carry insurance for damage to items displayed in the library. Our policy does have some coverage. A **motion** to remove the no insurance clauses in these policies was made by Ms. Leyden and seconded by Mr. Geisler; motion carried unanimously (7-0).
- **Sustainability Plan 2018-2021**
The Sustainability Committee presented the Sustainability Plan for 2018-2021 to the entire board for review and approval. After discussion, a **motion** to accept the plan was made by Mr. Geisler and seconded by Mr. Brandon, motion carried unanimously (7-0).

NEW BUSINESS

- **NYS Resolution-Trustee Terms**
After final review of our NYS 2016 annual report by the State Education Department, it was determined that there is a discrepancy in the term length of our trustees. Our charter indicates a 5 year term, and our by-laws indicate a 3 year term. A **motion** to amend the charter to reflect the current by-laws and a resolution of the board's acceptance of that amendment was made by Ms. Americo and seconded by Mr. Smith; motion carried unanimously (7-0).
- **Policy Committee Meeting**
Mrs. Davis will contact committee members (Mr. Geisler, Ms. Leyden and Ms. Rosen) to schedule a date to review all current policies. The committee will also draft a Gift and Naming Policy for the board to review, as well as any other needed policies.

DIRECTOR'S REPORT-see attached

DEPARTMENT REPORTS - (January, May, September)

- Postponed until October

CORRESPONDENCE

- Ms. Leyden read a note from Risa Getman, thanking the board for their support during her time here and for the beautiful gift.

OTHER

Meeting adjourned at 9:41 pm.

NEXT MEETING: Monday, October 23rd -8:00 pm- General Meeting