

East Fishkill Public Library District Board of Trustees  
Monday April 25, 2022  
Minutes UNAPPROVED

Trustees Present: Karen Bauer, Lori Cassidy, Seth Jacobs, Robert Miller, Michael Nolan, Karina Skoufalos, Traci Suppa, Roberta Wiener  
Trustees Absent: Rocco Martino  
Library Staff: Gloria Goverman, Jessica Waldron

1. Traci Suppa called the meeting to order at 7:32 pm.
2. March Minutes filed.
3. March Financial Reports – Shortage for the month mainly due to three pay periods in March. Net surplus of over \$17,000 for the quarter. On balance sheet there is about 15 months of operating funds on hand. Central Hudson bill is high. May inquire with other libraries or Mid-Hudson Library System to see if anyone has requested a billing adjustment. Reported utility increases were not projected to be significant. Reports received and filed.
4. Director’s Report – Friends book sale went well. A few staff members have left so there are holes in the schedule. Filled the two budgeted positions of one part-time clerk and one full-time clerk. The librarian that left will be replaced by a clerk since most patron questions are technical not reference. Staff schedule will be rearranged to accommodate changes. Report accepted and filed.
5. Unfinished Business
  - a. Building Project Updates – EBM installed conduits, located exhaust fan that is not working, will try to repair. This may be the reason for the lack of heat in the public bathrooms.
  - b. Sewer Project Update – Engineer sent out five requests for hydrovac job, two bids are viable at \$7,000 and \$11,000. Getting proposal ready.
6. New Business
  - a. Recognition of Trustees – Two long-term trustees, Barbara Zawadzinsky and Judi Smith, resigned during Covid. Will determine what will be done to honor them. Possibly a proclamation from Town Supervisor, Nick D’Alessandro, Dutchess County Executive, Marc Molinaro, or Senator Sue Serino. May combine event with honoring 2019 volunteers.
  - b. Polling – The Library will be a polling place for early voting from Saturday, June 18 to Sunday June 26.
  - c. Tutoring – Should go live this week. Will communicate through Constant Contact.

*T. Suppa adjourned meeting at 8:05 pm.*

Respectfully submitted,  
Jessica Waldron

**Next scheduled meeting is Monday, June 27, 2022 at 7:30 PM.**