

**EAST FISHKILL PUBLIC LIBRARY DISTRICT
BOARD MEETING
JULY 25, 2022**

Meeting called to order at 8:34 PM.

Board	Karen Bauer, Lori Cassidy, Seth Jacobs, Rocco Martino, Robert Miller, Michael Nolan, Karina Skoufalos, Roberta Wiener
Absent	Traci Suppa
Staff	Gloria Goverman

1. The minutes of the June meeting were presented and there being no objections, were entered into the file.
2. Treasurer Miller presented the June financial reports. Utilities and cleaning costs trending high; personnel costs trending low. Expect it to even out a bit in the future. There being no objection, the financial reports were entered into the file.
3. Director Goverman presented the Director’s Report. Added to her report was that there is a new patron copier that is provided free of charge by Office Dynamics that will eventually be networked to all of the patron printers. Additionally, a local pop duo will be filming a music video at the library on a Sunday when the library is closed. A hold harmless agreement has been drawn up by the Library’s attorneys and at least one staff member will be on site at all times. There being no objections, the Director’s Report was entered into the file.
4. Unfinished Business
 - a. Building Updates – Jonathan Harkness will be finished with the HVAC job by Labor Day.
 - b. Sewer Project Update – John Andrews has not heard back from the contractor who indicated that he would do the hydrovac investigation; will have to go to the next contractor on the list who is more expensive.
 - c. Strategic Plan Survey – Director Goverman reported that she sent the survey out earlier in the day through a Constant Contact email and in a few hours there were 230 responses. Postcard mailing will go out this Tuesday or Wednesday.
5. New Business
 - a. Goverman reviewed the new NYS regulation that requires two hours of continuing education per year for trustees, effective 1/1/23.
 - b. Assessment of Building Systems – the Board reviewed the two proposals. Motion by Miller; seconded by Nolan, to accept the proposal from Mauri Architecture after asking them to clarify the exclusions and to include those in the final contract. Passed unanimously.

- c. Recognition of Retired Trustees – Board would like to recognize the contributions of Barbara Zawadzinski and Judi Smith who stepped down from the Board after many years of service. Consensus was to recognize them during the Volunteer Recognition event. Goverman to start gathering estimates of how many people might attend; hard to predict because the event hasn't been held since 2019 because of the COVID pandemic. Former employees Catherine Swierat and Liz Colbert will be recognized as well. Will pick some dates in October.
- d. Policy Review – Continuing Education, Trustee Ethics Statement with minor changes and Circulation Policy was approved as is. Trustee Ethics Statement the ninth paragraph was moved to the end of the statement. Continuing Education policy clarified that the Director does not need Board approval to enroll in training.

The meeting adjourned at 8:40 PM.

Next meeting is scheduled for August 22, 2022 at 7:30 PM.

Respectfully submitted,

Gloria W. Goverman