

East Fishkill Public Library District Board of Trustees
Monday, August 22, 2022
Minutes UNAPPROVED

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

Rocco Martino called the meeting to order at 7:30 pm.

1. July Minutes filed.
2. July Financial Reports – Continue to perform well ahead of budget, January to July performance actuals shows library budget up by \$53,000 primarily due to wages. This will even out as vacant positions are filled. Reports received, approved, and filed.
3. Director’s Report – Several changes in staffing. Several changes in technology. Replacing old computers as they fail. Board president, Martino requested a quote to replace enough computers to fill the gaps; Director Goverman thought six machines will probably be adequate. Goverman will communicate with I.T. consultant to determine how they configure and maintain the machines and timeline. Report accepted and filed.
4. Unfinished Business
 - a. Building Updates – G. Goverman signed contract with Mauri Architecture, they will let her know when they can schedule work. Children’s furniture coming in soon (purchased through “Learn, Play, Create” grant). Will need to close the area for a few days. Volunteers will help. Jonathan Harkness still stating thermostats will be finished by Labor Day, waiting for quote on the air handler switch in the attic.
 - b. Sewer Project Update – John Andrews got through to Conklin, paperwork was incomplete, he is redoing. Andrews will arrange a time this week to go out in field with Conklin.
 - c. Strategic Plan Survey – Based on preliminary review of the survey results the Library would need to add staff, probably about 1.5 FTE, in order to increase services around children and teen programming. These positions do not need to be librarians. Will discuss more fully in September meeting.
 - d. Volunteer Reception/Recognition of Former Trustees – G. Goverman looked at sign in sheets trying to determine who will attend, possibly about 25 people. Liz Colbert may be willing to help. Board would like to recognize Colbert and Catherine Swierat as well. Martino will reach out to Judi Smith and Barbara Zawadzinsky about timing, possibly late spring.
5. New Business
 - a. Tax Cap Review – G. Goverman logged into Office of State Comptroller’s website; two things apply to the library: the tax base growth factor and allowable levy growth factor. Tax base growth factor was not yet established so as a preliminary number, she used the default 1%. The Allowable levy was pre-populated at 1.02%. No carryover was available. Under this scenario the increase would be 2.02% which would bring levy to \$1,047,051.00 – but the final actual number won’t be known until the state determines the tax base growth factor. Goverman reviewed the process to override the tax cap. After discussion, the Board decided not to override this year. Martino mentioned giving a cost-of-living increase in the form of a one-time bonus to staff with who have been at the Library for at least six months. Need to determine how many employees are eligible.
 - b. Policy Review – Will not discuss this month.
 - c. The Library vote is on Thursday 10/6.

R. Martino moved to adjourn meeting at 8:50 pm, L. Cassidy seconded.

Respectfully submitted,
Jessica Waldron

Next scheduled meeting is Monday, September 19, 2022 at 7:30 PM.