

East Fishkill Public Library District Board of Trustees  
Monday, June 26, 2023  
Minutes UNAPPROVED

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

Rocco Martino called the meeting to order at 7:32 pm.

1. April Minutes approved and filed.
2. April Financials – On revenue side April donations are up slightly and interest is high. On expense side utilities are still high for April and May, personnel costs are a little closer to budget with an additional employee. Year-to-date surplus of almost \$42,000. Balance sheet is in good shape, several months in reserve beyond what is needed. Reports filed.
3. Director’s Report – Hired one cleaner, a second person was offered the position and then withdrew due to a change in situation in her personal life. Cleaning company will stay on three days a week and will be backup when a second person is hired. Director Goverman purchased new cushions for the patio chairs. She received and accepted a proposal from Kohlmaier for landscaping. They will remove the rubber mulch, grind stumps, put down landscape fabric, and install river rock to control weeds. The Friends may be asked to underwrite a portion of the cost. Director Goverman is expanding hours for tutoring during the summer to begin at 11am, still a maximum of two tutors at a time. Report filed.
4. File President’s Report – Intermunicipal Agreement has been authorized. R. Martino will hand-deliver signed agreement to Town Supervisor, Nicholas D’Alessandro on 6/27. To recap, it is an agreement between the Library and the Town documenting that the Library has allowed the Town to use a small piece of Library property which allows Field Five to be regulation size. In exchange for this they have agreed to name the Library as additional insured,; they will maintain the Library grounds by regularly mowing the grass, plowing the driveway and clearing sidewalks of snow. The term of the agreement is five years with automatic renewals. Town has further agreed to extend the fence into foul territory. R. Martino sent note to trustees regarding conversation with Mr. Mira (parent of IEP student), and has not heard anything back. The Policy on public participation at board meetings was reviewed and R. Miller requested to change wording at the beginning of the last paragraph to “Presiding Officer”. Report filed.
5. Unfinished Business – None
6. New Business
  - a. Friends of the Library Report – FOL has scheduled executive board and strategic meetings to discuss short and long-range plans for book sorting, storage, and sale.
  - b. Interim Strategic Plan – There was a brief discussion about the Interim Plan. The Board will meet an hour earlier in July to discuss more fully. R. Martino would like this to be a blueprint for the new Director. R. Wiener would like to add under *Financial Resources* a note about applying for grant money. Also add amendments under *Physical Plant* for a walk around of the building by two trustees and director and add a schedule of useful life of library items. Board discussed updating *Envisioned Future* and *Innovation*. May look at other libraries for ideas. There has been an increase in library usage from pre-Covid numbers. May reach out to community organizations to be affiliated with library. T
7. Executive Session – *Moved by R. Miller to enter executive session at 8:15pm for the discussion of the medical, financial, credit or employment history of a particular person or corporation, or matters leading*

b. Minutes

*to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Seconded by S. Jacobs. Motion passed. Motion by R. Miller to end executive session. Seconded by S. Jacobs. Motion passed. There being no objection, the meeting was adjourned by Chair Martino at 9:15 PM.*

Executive session was attended by Library Director Gloria Goverman.

Respectfully submitted,  
Jessica Waldron

**Next scheduled meeting is Monday, July 24, 2023 at 6:30 PM to work on Strategic Plan Goals and initiatives.**