

East Fishkill Public Library District Board of Trustees
Monday, October 23, 2023
Minutes UNAPPROVED

Trustees Present: Karen Bauer, Lori Cassidy, Seth Jacobs, Rocco Martino, Robert Miller, Michael Nolan, Karina Skoufalos, Traci Suppa, Roberta Wiener

Trustees Absent:

Library Staff: Gloria Goverman, Jessica Waldron

Guests: Rick Swierat, MHLS Trustee

R. Martino called the meeting to order at 7:40 pm.

1. August Minutes approved and filed.
2. August Financials – As of September 30, year to date there is a surplus of over \$55,000. Less personnel and higher inventory than anticipated, utilities very high. Even with extra expenses of sewer project and study pods, financials are in solid shape. Reports filed.
3. Director’s Report – Accepted as received. Report filed.
4. File President’s Report – No written report. Director search will be discussed in Executive Session. The new term for trustees starts 11/1. Need meeting for new officers to be sworn in on 11/6 at 6pm.
5. Friends of the Library Liaison Report – P. Arcuri could not make it to the meeting. Book sale was successful, raised about \$4,000 using just past inventory with no additional book donations thereby clearing out the storage units, which was the primary goal. They will return to accepting donations prior to the spring book sale.
6. Unfinished Business
 - a. Sewer Hookup Update – John Andrews unable to attend, will be at November meeting. Project start date pushed back due to delay in obtaining materials, should begin 10/25.
 - b. Library Vote Recap – All ballots have been counted, Director Goverman sent Board signed statement. FOL obtained, posted, and removed vote signage around town. There was a greater turnout which may be attributed to the Friends signage and advocacy.
 - c. Strategic Plan – T. Suppa updated with the two bullet points under *Financial Resources*. Will send everyone a copy of the final report and Director Goverman will post to webpage.
7. New Business
 - a. 2024 Calendar – Juneteenth added as a scheduled closing. Full-time employees will still get ten paid holidays, trading one floating holiday for Juneteenth. Annual trustee training is not based on the calendar year, but rather when the term begins, which is the month following the election.
M. Nolan moved to accept 2024 calendar as presented, K. Skoufalos seconded. Motion passed.
 - b. FOL Memo of Understanding – Friends leadership initiated a Memo of Understanding between the two boards in an effort to document best practices on how to run the organization. Need to add “Limit storage space to FOL as available” to memo.
 - c. Ric Swierat – R. Swierat gave some background and an update on the Town of Union Vale’s history regarding library service. Not having a library of their own, in the past, they had contract where they paid into MHLS and funds were redistributed back to libraries the residents were using (Beekman, LaGrange, Millbrook). Over last few years there has been a political argument and they refused to pay, and decided to start their own library. As MHLS was working with Union Vale to help them bring a new library into existence (something that hasn’t been done in NYS for 20 years), the rewrote the Memo of Understanding between MHLS and each member library,

b. Minutes

working with library directors and members of the MHLS board. This updates and combines previous contracts that were quite out-of-date. This will help in guiding how the new Union Vale library will be included in the system.

8. Executive Session – *R. Miller moved to go into executive session at 8:20 pm for the discussion of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Seconded by K. Bauer. Motion carried. Motion by R. Miller to end Executive Session. Seconded by M. Nolan. Motion carried. There being no objection, the meeting was adjourned by Chair Martino at 8:41 PM.*

Executive session was attended by Library Director Gloria Goverman.

Respectfully submitted,

Jessica Waldron

Next meeting is Monday, November 6, 2023 at 6:00 PM.

Next regular meeting is Monday, November 27, 2023 at 7:30 PM.