

Ethelbert B. Crawford Public Library
Trustee Meeting Minutes July 19, 2018
Approved August 16, 2018

The meeting was called to order at 5:15 pm by President Lynn Skolnick. Members present were Sari Rosenheck, Marvin Rappaport, Marcia Raponi, Connie Keller and Christine Cavello. Steve Sharoff was absent.

Lynn called for a motion to approve the minutes of June 21. Marvin moved to accept the minutes. Marcia seconded the motion. A vote was taken and passed unanimously.

Correspondence

None

Voucher Approval

Christine made the motion to approve vouchers. Connie seconded motion; approved unanimously.

Bills to be Paid

Marcia moved, Sari seconded. Motion carried to pay bills.

Committee Reports

- **Buildings and Grounds**
 - \$17,000+ Carbon Monoxide detector installation quote; need 2 more
 - Leaks on Broadway repaired, needs painting
 - Book Arch; working on getting a painter

- **Programming Committee**
 - Need to review program evaluations collected
 - August Calendar Set
 - Thursday, Sept. 20th Yom Kippur
 - Gospel Singers
 - Flyer in Spanish (MP)

- **Policy**
 - Next wed @ 1pm 7/25/18
 - Postponed to next meeting
 - Investment
 - Procurement
 - Outside Space
 - Display/Exhibit
 - Next meetings: 8/6/18 @ 2:30, 8/13/18 @ 2:30

- **Personnel and Budget**
 - Staff rates for 2019 discussed
 - Operating Budget up 13% over 2018
 - % Tax Levy increase depends on offset by funds from sale of 393 Broadway
 - 2019 Tax Cap: 2%

- 2019 budget reviewed
- Discussion of the status of Bennet Fund funds
- Motion to approve Budget by Marvin, 2nd by Connie. Motion carried unanimously.
- **Friends**
 - Connie to attend Friends 8/14/18 Meeting
- **Director's Report**
 - MVL - going out of business?
 - Decorative Fence scheduled to go in mid-August; Ketcham Fencing
 - Book Arch books to be removed & reinstalled in August
 - Credit card pymt. \$7.92 (tax on a purchase) – brd approved additional handwritten ck not on 'bills paid' list. Merchant to reimburse tax
 - Mural underway
 - To look at forsythia blocking mural
 - NYS Library Construction Grant
 - Generator
 - Additional Parking lot light by Vera's Garden
 - CO2 Detectors
 - Present Construction Grant—STAGE
 - Need to get out to bid to allow for installation before snow
 - Building Committee
 - Short on space in new Library building already
 - Graphic panels to be put up on kiosk tomorrow – Karen Rapp
- **Old Business**
 - Unfinished pieces of punch list
 - Lynn calling DASNY next week
 - Hiring LMMT - underway
- **Landscaping**
 - Paths
 - Stage Phase – email from Barbara Constable
 - Drainage incomplete on adjoining parking lot steps (pebbles present after rain)
- **New Business**
 - Nominate Friend for Library for National Friends Week in October
 - 2019 Transfer funds
 - Health Insurance \$10,000 to Custodial & \$10,000 to Professional Fees
 - Motion to Accept proposed budget adjustments made by Connie, Seconded by Marcia. Passed unanimously
- **Motion to adjourn** by Connie, seconded by Sari. Meeting Adjourned 7:00pm

Next Meeting 8/16/18 @ 5:15 pm.

Respectfully submitted,

Sari Rosenheck