

Heermance Memorial Library
Board of Trustees Minutes
August 20, 2019

Call to order: 7:02pm

Attendees: Catherine Benson- Library Director, Tom Silvius, Eileen West, Mark Maraglio, Caitlin Ippolito, Carol Serazio, Marilyn Rausch, Charles Hailer; Absent: Helen Golden.

1. Recognize Guests; Review and Approve Agenda: No Guests. **Motion to approve Agenda- Mark; Second- Carol. Carried.**

2. Approve July 2020 Minutes: **Motion to approve Minutes- Mark; Second- Eileen. Carried.**

3. Director's Report: Catherine presented her report. Paid Family Leave: Special District Libraries are not required to offer this benefit; Since 2017, PayChecks has been automatically taking this out of employee paychecks; Employees must be reimbursed immediately; **Motion for Personnel Committee to make a decision on the Paid Family Leave: Tom; Second- Mark; Carried.** NY State Insurance looking for updated contacts. NY State Retirement System same. Department of Labor- Unemployment Division: Experience Rating Charge for two employees. **Motion to approve report- Mark; Second- Charles. Carried.**

4. Committee Reports:

- Finance Committee: Proposed Budget is set for Board's review.
- Personnel Committee: Discussed insurance options and employee pay.
- Building and Grounds: Updated the 3-year plan. Called Rainbow- Library is on the list.
- Adhoc- Stalled until the Mid-Hudson program starts again. A survey will be the next step once the training has been completed.

5. Financial Report and approval of proposed disbursements: Mark presented the report. **Motion to approve proposed disbursements- Carol; Second- Eileen. Carried.**

6. Old Business

- Nominees: Anna Tailleur has not responded. Petitions are due on Sept. 6.
- Reopening: Continuing curbside. Plan to reopen before presenting the budget to the Town Board.
- Board Effectiveness Survey: Findings were emailed. Eileen feels that discussion is necessary regarding the two areas that declined.

7. New Business:

- Budget: Total Library Expenses will remain the same as 2019; **Motion to accept Budget- Tom; Second- Carol; Carried**

8. Announcements: N/A

9. Meetings: Held at the Library the 3rd Thursday of each month at 7:00pm, unless otherwise noted. If the board cannot meet as scheduled, make-up will be the next Saturday at 9:00am.

- A. Next Scheduled: September 17, 2019
- B. 2020 Budget Presentation to the Town Board: September 8, 2020 7pm.
- C. 2020 Library Election: Tuesday, October 6, 2019: 10am-9pm.

10. Executive Session: N/A.

Adjourned: 7:59pm. **Motion- Eileen. Second- Carol. Carried.**

Submitted by: Caitlin Ippolito