

**HENDRICK HUDSON FREE LIBRARY
Board of Trustees Meeting
November 18, 2019**

Board members present: Mark Geisler, Agnes Leyden, Cindy Neff, Francoise LeGoues, Philip Brandon, Charles Smith, Kevin Quigley

Also present: Jill Davis, Director

Ms. Neff called the meeting to order at 6:50 pm.

Pledge of Allegiance was recited.

The minutes of the October 28, 2019 meeting were approved on a **motion** made by Ms. Leyden and seconded by Mr. Brandon; motion carried (5-0) with 2 abstentions.

FINANCES - Mrs. Davis

- **Budget-to-Date-** reviewed and accepted. Mrs. Davis reported that all tax levy and PILOT money had been received. Capital improvement money has been used for the replacement of the carpet in the children's room office as it was not part of the NYS Construction Grant project.
- **Treasurer's Report** - Mrs. Davis reported that the CD has been opened at Synchrony as approved at the October meeting. Mrs. Leyden requested that the balance (\$37) in the Leonora Roth fund be transferred to the operating savings to zero out the account. Mrs. Davis explained that the -\$8 in the closed TD Ameritrade account was the auditor's adjustment for unrealized gains and another adjustment will be made which will zero out that account.
- **Miscellaneous Income Report** - reviewed and accepted.

OLD BUSINESS

- **Restroom Renovations**
Mrs. Davis reported that the restroom renovations are nearing completion. Final work and inspections are expected to be complete by the end of November.
- **Carpet Replacement**
Mrs. Davis reported that we are on track to have the carpet in the Constance Dyckman Community Room and the Children's Office replaced on November 20th and 21st, and the main library carpet and electrical upgrades done the week of December 16th.
- **Letter to the Editor**
A rough draft of a letter to the editor addressing the continuous cuts in library funding by Governor Cuomo was discussed and the draft revised. A final document was approved and will be sent to The Journal News, The Examiner and The Gazette. This was done in conjunction with the New York Library Associations request that all library boards in NYS show their displeasure at the cuts that take place at the state level year after year.
- **Prospective Trustees**
A call for trustees will go out in the winter newsletter. Mrs. Davis asks that anyone who knows of a resident who might like to join the board be contacted. She has a short list of possible candidates that she will be pursuing.

NEW BUSINESS

- **Kathy Americo-Resignation**
Ms. Americo has submitted her letter of resignation from the board effective February 1st. 2020. She expressed that she has enjoyed her 6 years of service and cited family and travel obligations as the reasons for her resignation.
- **Westchester County Paid Safe Leave Law**
After further review of the Paid Safe Leave Law by the policy committee, there will be an addition made to the Employee Handbook stating that, as required by Westchester County, paid safe leave is available and where additional information can be found. Mrs. Davis and Mrs. Kolesar will be reviewing all posting currently displayed in the employee area and will create a source that will house additional information on all of these laws.
- **990/Financials 2018-2019**
Mrs. Davis reported that the auditor answered all her questions on the 2018-2019 audit. Mr. Geisler asked that she obtain clarification on the reason that on the financial statement, under Liabilities and Net Assets the current portion of the bonds payable was more in 2019 than in 2018. A **motion** to accept the 2018-2019 990 and Financial Statement was made by Ms. Leyden and seconded by Ms. LeGoues; motion carried unanimously (7-0).
- **Fundraising Meeting Date**
Due to the poor response from the annual appeal letter of 2018, it was decided that it would not be fiscally viable to attempt another letter in 2019. Mrs. Davis will send out dates for a fundraising meeting to take place in early 2020 where we will begin to examine other fundraising options.

DIRECTOR'S REPORT

- **NYLA Award**
Mrs. Davis and Mrs. Kolesar attended the 2019 Inaugural Banquet in Saratoga Springs, NY and was one of three libraries presented with the Sustainable Library Certification Initiative Award for the completion of the library specific sustainable action.

DEPARTMENT REPORTS - (January, May, September)

CORRESPONDENCE

OTHER

- Ms. Leyden expressed her gratitude to Librarian Elise Landesberg for going above and beyond in helping her husband with a computer related issue.

Meeting adjourned at 7:34 pm.

Joint Discussion with Croton Free Library Board began at 7:35 pm

Topics discussed included: Fundraising, Going "Fine Free", Solar Project, Passports at your library