



**Town of Ulster Public Library
Board Of Trustees Meeting
Tuesday, August 27, 2019 4:30pm**

Present: Anne Davis (President), Bruce Engholm (Treasurer), Annie LaBarge, Rotena Nippert, Allison Organtini (Vice President), Melanie Scaloni, Tracy Priest, Director

Absent: Susan Hayes (excused), Brenda Maloney (excused)

Public Comment

Anne called the meeting to order at 4:31 pm. (Delayed due to a public hearing on the proposed budget, held at 4:00.)

Motion to approve the Minutes of the July 23 Board of Trustees Meeting.

The motion carried unanimously on a voice vote.

Financial Reports

Motion for Approval of Bill Payments

Motion carried unanimously on a roll call vote (with a quorum of five trustees present).

Motion for Approval of Monthly Financial Report Profit & Loss, Budget vs. Actual prep. by Rose Woodworth at O'connor Tax Services.

Motion carried unanimously on a roll call vote.

- Treasurer's Report
 - Postponed this month, due to a family emergency.
- Capital Account Overview
 - Tracy shared a Capital Worksheet with the board.
 - Contingency account (for unexpected costs, such as recent plumbing repairs) vs. Fund Balance (intended to bridge between fiscal years, MHLS recommends 2-3 months of Operational Expenses in the Fund Balance.

Motion to transfer \$50,000 from the Operating Account to the Fund Balance, and assign it for contingency.

Motion carried unanimously on a roll call vote (with six trustees present voting, including Allison).

- Complete newcheck signer paperwork

- Officers Anne, Allison, and Bruce provided specimen signatures for Bank of Greene County.

Director's Report

- Tracy highlighted increased attendance at summer reading program, increased programming.
- Very positive response to the new library policy of going Fine Free for children 16 & under (for Town of Ulster library items only -- does not include replacement costs for lost or damaged).
- The Board agreed to have Tracy study the option of expanding the Fine Free service to seniors aged 65 & up, especially given the lack of a bookmobile, and the five senior/assisted living residences in the Town. Tracy will report back to the Board.
- Kerry, Adult Program Coordinator, presented the four new passes for Mohonk that can be borrowed, by cardholders only, along with answering other FAQs that they had compiled about this new program.
- Trustees were reminded about the Ulster County Library Association's annual meeting scheduled for October 7th at the 1850 House in Rosendale. The Speaker is Ken Greene of Hudson Valley Seed Co. and founder of the Seed Library. Let Tracy know if interested.
- Events highlighted:
 - Annual Book & Bake Sale, Saturday, September 21st 10AM-2PM.
 - The History and Mystery of Tarot, Tuesday, September 24th at 6 PM. (Just after the board meeting)
 - Annual Halloween Party, Friday Evening, October 25th, Time TBD.
 - Ongoing: Book Club, Ukulele Group, Story Hour, After School, Adult Craft Nights, Tech Time.

Committee Updates

- Expansion/Renovation: Building Permit Issued, after Planning Board approval.
 - County approval was not required, as the Town Planning Board considered this a simple project that would add beautification and make Ulster Avenue more attractive, noting the backlight sign, etc.
 - Our application fee was returned to the library by Supervisor Quigley.
 - As Tracy was told by a member of the Town Planning Board, *"You've worked long and hard for this."*
- Fundraising - Capital Campaign Update.
 - The campaign is ongoing. Photos of new construction will be used.
 - The April 2020 Antiques Road Show event was discussed.
 - Possible locations mentioned include Pub 11 (former trustee Cynthia Wadnola has offered her restaurant space), or Miller/Crosby/Chambers

schools.

- Civil Service – Update
 - Efforts to contact Civil Service using email, phone, and written communication modalities have been unsuccessful.
 - Julia is working two part-time positions, as a full-time equivalent.
- Budget and Finance Committee - Update
 - Motion to transfer \$50,000 from the Operating Account to the Fund Balance, and assign it for contingency, was passed at tonight's meeting.
 - Officers Anne, Allison, and Bruce, as new check signers, provided specimen signatures for Bank of Greene County.
- Personnel – Update on new hires.
 - Joshua, a certified teacher, recently relocated from Long Island, has joined the library staff team.
 - Committee meeting to be scheduled.
- Policy – Update
 - This was passed at the July board meeting.
- NYLA Sustainability - Update.
 - There is minimal work left to do before the library will be enrolled in the *Sustainable Library Certification Program (SLCP)*. An email just today from MHLS declared sustainability as a core value of librarianship, and gave the TofU Public Library a shout-out.
- Election/Budget Vote -
 - September 5th, 2-8, Notices posted, Inspectors hired. Absentee ballots are available by request.

Old Business - None

New Business

- VOTE: Tax Cap Resolution

Motion to approve the Tax Cap Resolution (see attached).

The motion carried unanimously on a voice vote.

- Catch Basin Repair

Motion to contract with Ulster Excavating and Trucking for repair of catch basins in the parking lot for \$5,500.

Motion carried on a roll call vote with five of six trustees present voting, and with Allison abstaining.

- VOTE: Hire of new (very part time) page. Rachel has been a long-time volunteer, is a good fit

with the library staff, and has successfully completed projects including making posters and relabeling ~4,000 DVDs.

Motion to hire Rachel Stauble to page for up to five hours/week, at minimum wage.

Motion carried on a roll call vote with six out of six trustees present voting aye.

- Patron Issue

- The library received a letter from a patron who was seeking to reinstate their privileges after having been banned. The Patron Code of Conduct will be included to remind the patron of expectations, per library policy.

Next Board Meeting date: September 24, 2019 (4th Tuesday, as usual) at 4:00 pm.)

Public Comment

Motion to Adjourn

The meeting was adjourned at 4:49.

Respectfully submitted,
Bruce Engholm
Recording Secretary

Tax Cap Resolution, approved 8/27/19

Whereas, the adoption of this 2020 budget for the Town of Ulster Public Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Town of Ulster Public Library voted and approved to exceed the tax levy limit for 2020 by at least the sixty percent of the board of trustees as required by state law on July 25th, 2016.