



— TOWN OF —  
**ULSTER**  
PUBLIC LIBRARY

**Town of Ulster Library Board of Trustees Meeting**  
**Tuesday, February 25, 2020 4:00 PM**

**Present:** Bruce Engholm (Secretary), Susan Hayes, Annie LaBarge, Brenda Maloney, Rotena Nippert, Allison Organtini (Vice President) ; Tracy Priest (Director)

**Absent:** Anne Davis (Building Committee Chair) (excused), Melanie Scaloni (President)--resigned

**Note: January meeting was cancelled.**

**Call to Order by Allison at 4:04**

**Public Comment**

Town resident Lynda Sales Engholm, coordinator of the library's Ukulele Group, spoke with the board about her successful experience doing fundraisers for Rhinecliff's Morton Memorial Library. She has used the Morton's Community Room to generate income from sold-out (~100 attendees) theatrical productions that raised substantial sums, and highlighted the need for a similar space in order to do the same for the Town of Ulster Library. The Morton's Community Room is used for a variety of drama and musical events.

Town Supervisor James Quigley addressed the Board. He has spoken with the owner and landlord of the newly closed Pizza Hut, next door to the library, regarding the board's interest level in bonding for the library district. Supervisor Quigley reported that the owner and landlord have agreed not to sell until hearing from the library. Supervisor Quigley needs to hear about the library's level of interest in the next month or two. Tracy asked about bonding in the age of tax rebates in the Town. Supervisor Quigley is seeking another site for Town Hall. 701 Grant Ave had been a possibility. He has considered combining Town Hall and the library, in a cheap, existing building. The Pizza Hut is not large enough for combining the two entities. He will report to the owner and the broker that he spoke with the library board, and is seeking a new Town Hall location.

Tracy reminded the board of the need for fundraising for Phase II of the library renovation Master Plan.

- VOTE: Minutes of the November 2019 Meeting (previous packet)  
Motion carried unanimously (6/6) on a roll call vote.
- VOTE: Minutes of the December 2019 Meeting (previous packet)  
Motion carried unanimously (6/6) on a roll call vote.  
*Note: January meeting was cancelled.*
- VOTE: Approval of Bill Payments (updated list provided), includes everything from November.  
Motion carried unanimously (6/6) on a roll call vote.
- VOTE: Approval of November 2019 Financial Report (O'connor Tax Services)  
Motion carried unanimously (6/6) on a roll call vote.
- VOTE: Approval of December 2019 Financial Report (O'connor Tax Services)  
Motion carried unanimously (6/6) on a roll call vote.
- VOTE: Approval of January 2020 Financial Report (O'connor Tax Services)  
Motion carried unanimously (6/6) on a roll call vote.

*Tracy noted the need to check on our new furniture expenditure.*

- VOTE: Raises as needed to meet state minimum for (one currently) sub and (three hour) page positions.  
Motion carried unanimously (6/6) on a roll call vote.
- VOTE: To accept Melanie Scaloni's resignation (email dated 2/10/2020)  
Motion carried, with regret, on a voice vote.
- VOTE: To accept Brenda Maloney's resignation.  
She is selling her house, and moving out of the Town of Ulster.  
Brenda networked with Supervisor Quigley regarding other possible trustees.  
Motion carried, with regret, on a voice vote.  
The board was reminded that there are now three open seats for the September election. We will check the bylaws regarding the length of a term that can be appointed (Can we only for a single year?) Brenda may have two years remaining in term.

*Need to fix **Article II: Sec. 3 Election & Term** & **Sec. 7 Vacancies** of TofU bylaws.*

- VOTE: To hire Jean Mertine as the 2020 election secretary (\$400)  
Motion carried unanimously (6/6) on a Roll Call vote.
- VOTE: Approval of 2019 Annual Report to the DLD.  
(This is a standard statistical report regarding how unexpected repairs impacted on the library's opening hours. DLD is now requesting annual reports on trustee training. A summary will be presented at the March board meeting.)  
Motion carried unanimously (6/6) on a roll call vote.

- **VOTE:** Personnel Committee recommendation on continuation of library-sponsored group health plan benefits during the **first 90 days** of any authorized leave.  
Motion carried unanimously (6/6) on a Roll Call vote.

Planning a grand opening for our new reading room for donors, complete with light refreshments, coffee, etc. Groups are already booking the space.

The board would like to thank Augustine Nursery for volunteering to provide us with landscaping cloth, in order to prevent dirt from splashing onto the new addition.

### **Financial Reports**

- **VOTE:** Approval of *November* Bill Payments  
Motion carried unanimously (6/6) on a roll call vote.
- **VOTE:** Approval of Monthly Financial Report / Rose Woodworth at O'connor Tax Services.  
Motion carried unanimously (6/6) on a roll call vote.
- Treasurer's Report / Jackie Benjamin

Set Next Board Meeting date, for **Tuesday, March 24, at 4:00.**

### **Public Comment**

- **VOTE:** Adjourn at 5:18.  
Motion carried on a voice vote.