

**Town of Ulster Public Library
Board Of Trustees Meeting
Tuesday, September 22, 2020**

Present: Anne Davis, Bruce Engholm, Susan Hayes, Rita Joyce, Annie LaBarge, Allison Organtini;
Tracy Priest, Director

Absent: none

Meeting conducted via Zoom video tele-conferencing platform.

Call to order: Allison called the meeting to order at 4:05.

Motion to approve the Minutes of the August Board of Trustees Meeting.

The motion carried on a voice vote.

Mention of transcription of, and date correction in, previous minutes.

(In future, Bruce will scan the Zoom transcripts for posting on WWW.)

Financial Report

- **VOTE:** Approval of Bill Payments (July - August)

Passed on roll call vote (6/6)

- **VOTE:** Approval of August Financial Report prepared by O'connor Tax Services.

Passed on roll call vote (6/6)

- Treasurer's Report

Unavailable

Statistical Reports:

- **Programs**
- **Services**
- **Circulation**

New format for report, thanks to Jennie.

Director's Report

Tracy reported on highlights from her report, regarding the building.

- We are taking steps to clean up the parking lot.
- To improve visibility and discourage hanging behind the dumpster, Terry cleared out most of the brush behind the dumpster and trimmed the bushes around it.

- The parking lot light in that area needs to be changed by an electrician with Sass electric to do that with a bucket truck.
- Terry put a new, more fortified cover over the outlet in the back, capping the wires and disconnecting them from the circuit of indoor outlets.

The board discussed the possibility of recording parking lot activity using motion-activated video surveillance.

Tracy recommends the workshop on Minimum Service Standards. We need to begin tracking these, so she's adding it to the Director's Book that she's compiling.

UCLA is buying Tutor.com subscriptions for us. This service provides a live online tutor. A local parent had one of the tutors from tutor.com spend four hours helping her child, until the tutor felt confident that the student had gotten it.

MHLS planning a hiring freeze, and right-sizing the delivery service. Our library will continue five day/week delivery, but others are being dropped to two times/week.

Committee Updates

- **Expansion/Renovation:** Update, DLD communication, BRM board. Continue to meet with the Architect. See photos in the Director's Report. Anne met today with reps from the contractor and wall company. They agreed to remediate their work without charge. Two cracks in one board will be replaced. We found our leftover paint. Only one screw set into every foot on the air conditioning unit.
- **Election/Budget Vote:** 22 votes were cast. 20 Yes votes, 1 No vote, and 1 abstention. The budget passed overwhelmingly.

Teena Nippert has tendered her resignation from this board, effective prior to today's meeting. Susan has returned from her leave. There are currently six trustees on the board, with nine seats. Quorum is five.

- **Budget Finance:** Update
- **Civil Service:** Update
- **Personnel / Policy:** Director Search, 2% raises, Kerry interim raise.

New Business

- **VOTE** 2 % cost of living raise across the board for staff.
- **VOTE:** \$2. Per hour increase for Kerry Chenier during this interim period, retroactive from August 24th, 2020.

Set Next Board Meeting date

Tuesday, October 27, 2020 at 4:00

Public Comment

Adjourn