

Ethelbert B. Crawford Public Library
Board of Trustee Meeting Minutes
1/16/2020
Approved 2/20/2020

In attendance were Sari, Connie, Marvin, Lynn (on screen) Marcia and new trustee Steve White.
Absent was Steve Sharoff.

Meeting called to order by Chairperson, Lynn at 4:28 pm.

Connie was omitted from the 12/19/19 BOT minutes; she was in attendance. Connie motioned to amend minutes, Marvin seconded. Motion carried.

Report re PayPal, continuing concern re how money is invested (finances).

DASNY and vestibule repair

Tax exemption

Gipson Donation unrestricted-\$10,000

Public Comment

Welcome new Board member Steve White!

Marvin motion to accept vouchers, Sari seconded, Marvin motion to pay bills, Sari seconded. All passed unanimously.

Committees

Programming

All set for February.

B&G

Propane tanks are properly set in the ground. Malum- split the difference on the overage of the NTE. To sort out total costs to share with DASNY

Lynn commented we are so fortunate that Mary Paige is diligent re our dollars being well spent.

Time-line for generator install is 12 weeks from ordering.

Diesel? Mary Paige to research where from.

Mary Paige had an Energy Audit done thru NYSERDA – Green Jobs Green New York Energy Study Program. Auditor used infrared gun to see temperature variation

Outdoor book drop is making office and staff very cold. Looking into getting a freestanding book drop. In stairwell off of the community room?

Lynn will look for template to maintain B&G

Car accident drove into the rear of the building. \$500 deductible will be recouped from driver's insurance

Scott Bedik waiting for check to start adding 5 security cameras

Harvey suggested drilling a hole re insulation to see appropriateness

Brick façade needs to be sealed when warmer. Return on existing construction grant is not 90%

Policy and strategic 5 year plan reviewed again when Lynn comes home.

Youth Services

Cheryl continues to WOW!

IT

Jonathan sends us articles re our industry and meets with patrons

Stats

Down, Adult programming attendance up.

Friends

Marvin emailed the agenda to Sari

Treasurer's Report +- \$18K

Debrief Holiday Cookie Fundraiser

Thank you's sent to Hometown Distributors (milk) and Judges

Photo's in RCLS December 23rd [Weekly Memo](#)

Scholarship

DVAA Grant-will receive funding, unknown amount

Plastic bag collection/to earn a free TREX Bench

Brainstorm fundraising ideas

Library Advocacy Day 2/25; Friends helped sponsor a bus

Playaway Launchpads (request funds from Children's Dept.)

CD Trip in 2020? Longwood Gardens? Delaware?

Taste of Sullivan in 2020? Still have lots of window decals

Bagel Festival 2020 - Sunday Aug 9th

Tables at Farmers Markets again this year?

Tote bags

Reorganization of Board

President Lynn

Vice President Marcia

Secretary Marvin

Finance Steve Sharoff.

IX a. Marvin Newburgh

b. PT senior account clerk TBH \$23 per hour

c. Cooper Arias

d. Democrat

e. 3rd Thursday of the month at 4:30 pm

f. Programs, Policy, Finance and Personnel, B&G

g. Voucher Assignments, let Jonathan know changes to post to portal

Marvin moved, Marcia 2nd to keep A-E as is; passed unanimously.

Steve White to join Building & Grounds and ~~Personnel~~ and Budget & Finance committees

Investment Strategy Catskill Hudson Bank for Investment Plans

Tax money once collected from towns - \$400,000 in short-term CD or money market to earn additional money

Capital Fund- \$125,000

From Steve S.

AS per our discussion, here are my recommendations for the investment of our funds. Since we need the \$400,000 operation funds in 6 months, that should go into BMO Harris or UFB Direct while the other \$200,000 should go in to Goldman Sachs for 1 year. All funds are FDIC insured.

CD

1. *MARCUS by Goldman Sachs 2.15% for 1 year*
2. *BMO Harris 2.10% for 1 year*

Money Market

1. *UFB Direct has a money market account of 2.00% which is the highest I have found.*
2. *BMO Harris also has a money market account at 1.95%*

Steven Sharoff, Treasurer

Local bank, less interest

Bennett Fund = \$500,000 held at Key Bank. Library cannot access the principle

Borrowed \$100,000 with new building. Disbursements started up again in mid-2019

Forfeited % on principle / paid off loan now ready to receive interest again.

Steve W will be investigating Woodridge Coop Fed Union for investing monies \$125,000 (as per Mary Paige) for 6 months

Assets- can't access principle but can use as collateral.

PayPal link for website? For donations, Jonathan will look into.

Budget adjustments

If line items exceeded, take from Peter to pay Paul

Disbursements

Must budget for potential retirees

Library charge income collected for youth and young adult fines done away with!

Move to approve Budget Adjustments Marvin, seconded by Marcia, Passed unanimously

Budget vote 10/7/2020 3-8pm. Marcia and Sari up for reelection.

Next meeting 2/20/2020 at 4:30pm

Legislative Breakfast 9/25/2020

Adjourned 5:55pm by motion by Marvin, 2nd by Sari

Respectfully submitted,

Sari Rosenheck