

North Greenbush Public Library Trustee Meeting Minutes

Trustees Present:

Joan Behan
Ken Bogdan
Carole Constantine
Peggy Derevlany
Jim Greenfield

Jean Holmes
Ali Mariano
Melissa Miller
Katie Myer
Midge Rogers
Mary Frances Sabo

Also in Attendance:

Mary Klimack, Library Director
Laurie Leckonby, Coldwell Banker Prime Properties

Call to Order: Meeting called to order at 7:00 p.m. on May 25, 2022 by Ken Bogdan.

Approval of Minutes: Upon motion by Joan Behan, seconded by Ali Mariano, the minutes of the April meeting were approved unanimously.

Old Business

Reopening Update

Mary Klimack reported that we are continuing with our current procedures. Reopening updates will be discussed during board meetings only in the event of a change in status.

Children's Room Updates

In light of discussions regarding a new library, we are suspending work on the children's room renovations. Mary Klimack will notify Paul Mays.

Materials Review Policy

The board reviewed the Material Review Policy Flowchart which Mary Klimack submitted with the final text of the policy. She noted that implementation will require staff training, which will commence as soon as practical. Upon motion by Jim Greenfield, seconded by Carole Constantine, the Materials Selection Policy was approved unanimously.

Friends of the Library Update

The Friends have collected more than 500 puzzles for the sale scheduled for September 24.

New Business

Site Committee Report

The Site Committee concluded its business with a written report which was distributed to trustees prior to the meeting. Peggy Derevlany explained the process and elaborated on the conclusions reached.

Prior to the May meeting, the site committee contacted realtor Laurie Leckonby of Coldwell Banker Prime Properties and discussed the situation, with specific requests from individual trustees concerning parcels on Whiteview Road and on Route 4.

Ms. Leckonby presented her credentials and the capabilities of her agency, discussed the Whiteview Road and Route 4 parcels, and explained the business details of working with a realtor regarding commissions and contracts. She strongly recommended that we involve town planning officials early in the process to verify that any land purchase would comply with relevant site restrictions and requirements. She confirmed that

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inventory of available properties is low and that competition for suitable parcels is intense.

In response to Ms. Leckonby's suggestion, Jim Greenfield and Mary Frances Sabo will meet with Town Building Inspector Mike Miner to discuss issues such as lot size, setback and parking requirements.

Given the competition for the few remaining suitable parcels in North Greenbush, it is imperative that the board be able to respond quickly to evaluate opportunities.

A motion was made by Mary Frances Sabo, seconded by Carole Constantine, to establish a Real Estate Committee and authorize its members to enter into negotiations and agreements on behalf of the library. The motion passed unanimously. Trustees Joan Behan, Carole Constantine, Peggy Derevlany and Jean Holmes will serve on the committee.

The board discussed Ms. Leckonby's presentation, including her qualifications and the resources offered by Coldwell Banker Prime Properties. Upon motion by Katie Myer, seconded by Ali Mariano, the board unanimously agreed to enter into a formal agreement with Laurie Leckonby of Coldwell Banker Prime Properties to serve as our realtor. The agreement will be reviewed by an attorney and signed by the Real Estate Committee on behalf of the library.

Director's Report

Mary Klimack presented the director's report. The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

Due to staffing shortages during early July, Mary requested that the library close on Saturday, July 2. The board consented.

Financial Report

Financial reports were distributed to all trustees in advance of the meeting. Jim Greenfield reported no change in status.

Upon motion by Peggy Derevlany, seconded by Katie Myer, the financial reports were approved unanimously.

Adjournment: Meeting adjourned upon motion by Carole Constantine, seconded by Melissa Miller and approved unanimously.

Minutes prepared by Peggy Derevlany, Secretary