

## North Greenbush Public Library Trustee Meeting Minutes

### Trustees Present:

Joan Behan	Jean Holmes
Ken Bogdan	Ali Mariano
Delores Celeste	Katie Myer
Jim Greenfield	

### Trustees Absent:

Peggy Derevlany	Melissa Miller
Amy Hale	

### Also in Attendance:

Mary Klimack, Library Director

**Call to Order:** Meeting called to order at 7:03 PM on May 30, 2024 by Ken Bogdan

**Approval of Minutes:** Upon motion by Joan Behan, seconded by Katie Myer, the minutes of the April meeting were approved unanimously.

### Old Business

#### Building Committee

Mary Klimack provided the following information:

- Paul Mays visited the Grandview Avenue site and 453 Main Ave on May 14th with Peggy Derevlany and Mary Klimack
- Paul will work on reports for both sites and will attempt to get them to Mary in time for discussion at the June board meeting.

#### Friends of the Library Update

Jean Holmes reported that the Friends had a very successful puzzle sale and tag sale on May 25th. The Friends were thankful for the assistance of the town employees who helped move tables and arrange the Annex for the sale. The Friends made over \$800 on the sale.

#### Policy Updates-Gift Policy

Mary Klimack distributed a draft of the Gift Policy in the board packet prior to the meeting. The Board discussed the original Gift Policy and compared it to the revised draft. Mary Klimack briefly explained the updates. After board review, Delores Celeste made a motion, seconded by Jean Holmes the proposed Gift and Donations policy was approved and adopted unanimously.

During policy update discussion, Mary Klimack also distributed a header template created by Ali Mariano that could be used on the library policies moving forward. The header includes the policy name, revision dates and who the policy applies to. Everyone agreed that the new header is informative and will help make the policies easier to maintain.

## **New Business**

### **Budget Committee**

Jim Greenfield noted that it was time for the Budget Committee to meet to begin planning the 2025 library budget. Katie Myer, Jean Holmes and Jim Greenfield agreed to a meeting date in early June and will work to have a draft of the budget ready for discussion at the June board meeting.

### **Director's Report**

Mary Klimack presented the director's report, including UHLS updates. Circulation data and miscellaneous information.

The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

### **Financial Reports**

Financial reports were distributed to all trustees in advance of the meeting. Jim Greenfield reported that our financial situation is in good order.

Upon motion by Katie Myer, seconded by Ali Mariano, the financial reports were approved unanimously.

Adjournment: Meeting adjourned at 7:42 pm upon motion Delores Celeste, seconded by Jean Holmes and approved unanimously.

Minutes prepared by Mary Klimack, Library Director