

## MEETING MINUTES

PRESENT: Marjorie Galen, presiding, John Guzewich, Christopher Keywork, Margaret Cook, Suzanna Frosch, Beverly Warwick, Maria Gagliardi, Debbie Firestone recording

EXCUSED: Natalie Barak, Jennifer Citrolo, Sarah Buterbaugh

Marjorie called the meeting to order at 7:33pm

Christopher joined the meeting at 7:35pm

Beverly noted that she was not listed under the Excused section of the 2/7/19 meeting minutes.

John Guzewich noted that Carol Knudsen's last name was misspelled and should have read Knudson.

**Suzanna moved to approve the minutes with the above noted corrections from the 2/07/19 meeting. Beverly seconded. All in favor.**

Maria began with the Librarian's Report.

### Programs

- Drawdown Eco Challenge has 24 participants.
- Adult programs Coffee Talk, Chair Yoga, Gentle Yoga are a success.
- 20 people came to Cristina Biaggi's book launch on March 31.
- Artists Way is beginning again on April 18. 10 registrants so far.
- Thursday morning Baby Time has developed a following.
- Notary Public has proved very popular. 16 one on one sessions recorded in March.

### Collaborations

- Poetry Slam with the Tappan Library, April 14, 2019
- Plant Sale with the Palisades Community Center, May 11, 2019
- Newly formed youth organization, Rockland Climate Alliance will be meeting at the Palisades Library. Screening of *Just Eat It* on April 7, 2019
- Korean Spirit and Culture Promotion with Orangeburg and Blauvelt Libraries on April 28, 2019 at the Orangeburg Library.
- Swingin' at Shanks with the Big Band Sound with the Orangeburg, Tappan, and Blauvelt libraries on May 18, 2019 at the Manse Barn.
- Ongoing Esplanade Book Club and Book Delivery
- Ongoing Story Times at Bright Horizons
- February's PARP collaboration with SO schools and libraries a great success. 148 participants.
- 16 Palisades people attended Baroque music concert at Orangeburg Library on March 3.
- Summer Reading will include another scavenger hunt at the 5 libraries.

## **Staff**

Staff Meeting on Saturday, April 27. Main topic is Anti-Sexual Harassment training.

## **Statistics**

2017 was the highest year ever of circulating children's materials. If you compare our 2018 and 2019 children's statistics to the last 5 years (excluding 2017), it is very much the same.

## **Miscellaneous**

The library will hold a Rockleigh NJ resident open house on Saturday May 4<sup>th</sup>. The library offers 2 membership options. The library would like to offer a special \$50 discount for any sign ups that day. The event will include family activities a prize wheel and refreshments.

**Beverly moved to approve a one-time \$50 discount to either membership level during the Open House on May 4<sup>th</sup> for Rockleigh NJ residents. Suzanna seconded. All in favor.**

Maria brought up the possible sale of 7 books that were donated to the library in 2017. One was on hand for viewing. No motion was made to sell any of these books.

## **Committee Reports**

Building Committee: John reviewed building status.

- O & R has not been in touch with an update regarding burying the power line.
- More research is necessary before committing to another lighting style in the meeting room. The possible use of track lighting to highlight art displayed on the walls was discussed.
- No update on removal of the trees bordering the neighbor's property. Maria will reach back out the neighbor to discuss.
- The Bi-State heating & A/C proposal was reviewed. The trustees would like to see an actual proposal versus the ballpark quote from Bi-State and would like to get an additional 1 or 2 other quotes as well. Berry Burners and Clarkstown Heating & A/C were suggested alternate vendors to contact.
- Maria is going to research joining a solar farm.

Special District Update: Marjorie provided the update.

- There was a meeting held between the libraries to discuss what they would like to be included in a study report to look like from Pattern for Progress. Consolidated notes were submitted to Andy Stewart.
- The group wants to ask Chris Day/Orangetown to support the Special District process by contributing 25% of the cost for the report.
- Chris Day will not be seeking reelection, which in the long term it doesn't change much, so we will proceed with the study.

Symposia Committee: Marjorie provided the update.

- Has the Palisades People Symposia run its course? Maybe we should consider doing other things, or possibly keep it going as just "Sunday Symposia" as opportunity presents itself.

Personnel Committee: Maria & Beverly provided the update.

- Armed with salary information of the Rockland libraries, new salary ranges for each position at Palisades were created. Upon review, the following motion was made.

**Margaret moved to approve the salary ranges as presented. Suzanna seconded. All in favor.**

Financial Report: Christopher reviewed the reports for the period ending March 31<sup>st</sup>.

- All is on track for the year.
- We have a new auditor, RRC CPAs PC who will be on the schedule shortly.
- An adjusted budget for 2019 was presented. Adjustments are mostly due to an employee reduction in hours and no medical coverage, changes in programming costs, much of which was a result of the employee hours reduction and a resultant reduction in the Fund Balance needs.

**Christopher moved to accept the Adjusted 2019 Budget as presented. Suzanna seconded. All in favor.**

#### New Business

No new business.

The meeting adjourned at 9:52 pm.

Next scheduled meeting is June 13, 2019 at 7:30pm.