

PALISADES FREE LIBRARY
BOARD OF TRUSTEES

WEDNESDAY, SEPTEMBER 13, 2023, 7:00 PM
AT THE LIBRARY

MINUTES

Present: Marjorie Galen, presiding; Laurie Ferguson, Kris Haberman, Yvonna Kopacz, Marty Nealon, Erika Lockwood, Kathryn Shattuck, Maria Gagliardi, recording.

Guests: Brett Wright

Members of the Public: Maureen Pellegrini

Marjorie Galen called the meeting to order at 7:03pm

APPROVAL OF MINUTES FROM JUNE 14, 2023 MEETING: Laurie moved and Marty seconded. All in favor.

LIBRARIAN'S REPORT

- Personnel Update: Part time circulation clerk Gilda McKenna resigned as of July 6 and was replaced by Joette Yore who began on August 1, 2023.
- Attendance overall was up in August and flat for July. We had fewer onsite children's programs in the summer and children's program attendance and circulation is down. This should turn around with many onsite adult and children's programs scheduled for the fall.
New onsite programs:
 - Chair Yoga and Gentle Yoga
 - Learn and Play Mah Jongg
 - Graphic Novel Book Club
 - Picture Book Club
 - Monthly Saturday story and craft
- Purchased an electronic people counter.
- Changing payroll companies.
- **Motion to update Employee Benefits Policy to reduce the percentage the library will pay for family health insurance coverage from 60% to 35% by Laurie Ferguson. Seconded by Kathryn Shattuck. All in favor.**

BUILDING REPORT

- Replaced the Arborvitae with fencing for a total cost of \$14,783
- Flat roof was repaired. We are now waiting for roofer to repair leak in vestibule.
- The parking lot will be sealed on September 20 for a cost of \$1,250.

FINANCIAL REPORT – Marty Nealon

- Operating Budget:
 - Income is \$30,000 less because we did not do a school district referendum for funding.
 - Personnel costs are lower by about \$30,000 due to vacancy.
 - Building maintenance is over by about \$17,000.
 - Grants expected to be received in 2023 actually came in in 2022.
 - Marty recommended in the future when we have a large expense, such as installing fencing, we have the money paid from our capital fund or our community gift fund.

- We will get multiple quotes to paint the building next year.
- Restricted Funds

OLD BUSINESS

- The trustees discussed Building Projects: Children's Room, Water Solutions, Historic Storage, Bathroom
 - **Yvonna moved and Kris seconded that we move forward with Michael Esmay's latest plans for the children's room to correct the drainage issue and expand the space. All in favor.**
- Shakespeare play put on by Diana Green to benefit the Library, June 16 & 17. Money is being upheld by Brown Paper Tickets. The Attorney General has been contacted.
- Chartered Service Area Update: Maria recommends we do not act to update the charter service area at this time.
- Sale of the Vinegar Bible: Swann Gallery suggested the Bible would sell for around \$1,000. The board will seek another venue to see if a greater price could be obtained.

NEW BUSINESS

- Farm Day – Monday, October 9, 2023
- 259 Funding Review: Trustees feel it is better to ask for incremental increases rather than to try to receive the majority of our funding from the school referendum in one vote or in just a few years time.