

AGENDA

Board of Trustees

April 18, 2023

7:00pm

The mission of the East Greenbush Community Library is to serve as a community center for lifelong learning with access to a broad range of ideas and information through traditional and emerging resources to meet the intellectual, recreational, and cultural needs of residents in a professional and friendly manner.

Notice is hereby given that a meeting of the Library Board of Trustees will be held in person on Tuesday, April 18, 2023 at 7:00 p.m.

Members of the Public can view the meeting via Live Stream on the Library’s YouTube Account: <https://www.youtube.com/user/eglibrary>

Meetings of the Library Board are open to the public under provisions of the New York State Open Meeting Law. <https://www.dos.ny.gov/coog/openmeetlaw.html>.

To submit public comment, you may attend in person or send an email with your comments to Library Director, Jill Dugas Hughes at director@eglibrary.org. All comments will be read aloud during the meeting.
Please contact the Director for additional information or to request accommodations.

1.	Call to Order/Review of Agenda	Lynne Oudekerk A.
2.	Public Comment	Lynne Oudekerk
3.	Approval of Minutes ➤ MOTION to approve the minutes of the March 21, 2023 Library Board Meeting.	Mari Harris B.
4.	2022 Audit ➤ MOTION to approve the 2022 Audit conducted by Bryans and Gramuglia CPA’s.	Lynne Oudekerk

<p>4.</p>	<p>Treasurer's Reports Treasurer's Report Off Warrant (March 18, 2023 – April 14, 2023) ➤ MOTION to accept the Off Warrant in the amount of \$108,474.74 for the period March 18-April 14, 2023.</p> <p>Warrant (April 14, 2023) ➤ MOTION to authorize President to sign the Warrant dated April 14, 2023, in the amount of \$45,477.97</p> <p>Financials (28.5% of the year over) <ul style="list-style-type: none"> • Budget vs. Actual 2023 (January 1-April 14, 2023) • Balance Sheet (April 14, 2020) ➤ MOTION to approve the Financials with 28.5% of the year completed as presented.</p>	<p>Katie Sheehan C. D. E. F. .</p>
<p>5.</p>	<p>Committee Reports Administrative Committee ➤ MOTION to increase the Library's health insurance monthly contribution rate to: \$875, \$975, \$1200 beginning in July 2023.</p> <p>Services Committee ➤ MOTION to approve implementation of the April 3, 2023 Information Security Policy, as presented. ➤ MOTION to approve implementation of the April 3, 2023 Staff IT Guidelines, as presented.</p>	<p>Charlie Pensabene G. H. Mari Harris I. J. K.</p>
<p>6.</p>	<p>Director's Report</p>	<p>Jill Dugas Hughes L.</p>
<p>7.</p>	<p>Personnel Memorandum</p>	<p>Jill Dugas Hughes M.</p>
<p>8.</p>	<p>Old Business</p>	<p>Lynne Oudekerk</p>
<p>9.</p>	<p>Liaison Reports Friends of the Library Town of East Greenbush Rensselaer County Upper Hudson Library System</p>	<p>Julie Ann Price Ed Nestler Tom Grant Camie Engel</p>
<p>10.</p>	<p>New Business Library Director Performance Evaluation Tool</p>	<p>Lynne Oudekerk</p>

11.	Meeting Adjournment	Lynne Oudekerk
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Upcoming Library Board of Trustees Meetings:

Tuesday, April 25, 2023

- 7:30-9:00 PM Library Board/Friends Board Strategic Planning Focus Group

Thursday, May 11, 2023 (Note that this is not on the typical meeting date)

- 5:00-6:00 PM Service Committee Meeting
- 6:30-7:30 PM Administrative Committee Meeting

Monday, May 15, 2023

- 7:00-8:30 PM Budget Committee Meeting #1

Tuesday, May 16, 2023

- 7:00-9:00 PM- May Library Board Meeting

Tuesday, May 30, 2023

- 7:00-9:00 PM- Budget Committee Meeting #2

NO June Committee Meetings

Thursday, June 8, 2023

- 7:00-8:30 PM Budget Committee Meeting #2

Tuesday, June 20, 2023

- 6:00-7:00 PM Friends of the Library
- 7:00-9:00 PM June Library Board Meeting (Budget Presentation to Board)