

AGENDA

Board of Trustees

September 19, 2023

7:00pm

Mission

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, September 19, 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.

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| 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 July 18, 2023 Library Board Meeting, as presented. No Board meeting was held in August. | Amanda Miller B. |

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| <p>4.</p> | <p>Treasurer's Reports Treasurer's Report</p> <p>Off Warrant (July 10-September 11, 2023)</p> <ul style="list-style-type: none"> ➤ MOTION to accept the Off Warrant for the period of July 10-September 11, 2023, in the amount of \$ 309,960.94, as presented <p>Warrant (September 11, 2023)</p> <ul style="list-style-type: none"> ➤ MOTION to authorize President to sign the Warrant dated 09/11/2023 in the amount of \$21,962.39 <p>Financials (70% of the year over)</p> <ul style="list-style-type: none"> • Profit & Loss Budget vs. Actual 2023 (January 1-September 11, 2023) • Balance Sheet (September 11, 2023) <ul style="list-style-type: none"> ➤ MOTION to approve the Financials with 70% of the year completed as presented | <p>Katie Sheehan</p> <p>C.</p> <p>D.</p> <p>E.</p> <p>F.</p> <p>G.</p> <p>.</p> |
| <p>5.</p> | <p>Committee Reports</p> <p>Administrative Committee</p> <ul style="list-style-type: none"> ➤ MOTION to authorize the Director to sign a core managed IT service agreement with TAG Solutions. Effective 10/1/2023-9/30/2026 ➤ MOTION to approve the renewal of the Umbrella and Commercial Insurance packages with Utica National. Effective 9/1/2023-9/1/2024 ➤ MOTION to conduct a public hearing on a proposal to provide a partial real property tax exemption for qualifying volunteer firefighters and volunteer ambulance service workers ➤ MOTION to reject an offer to sell/donate a parcel of land to the library <p>Services Committee</p> <ul style="list-style-type: none"> ➤ MOTION to adopt the Library's updated Vision and Mission ➤ MOTION to adopt the Library's Strategic Plan 2023-2028 ➤ MOTION adopt the amended Meeting Room Policy ➤ MOTION to adopt the amended Programming Policy ➤ MOTION to change the name of the Exhibit Policy to Public Exhibit Policy ➤ MOTION adopt the Library Display Policy ➤ MOTION to adopt the amended Request for Reconsideration Policy | <p>Michael Poost</p> <p>Mari Harris</p> <p>H.</p> <p>I.</p> <p>J.</p> <p>K.</p> <p>L.</p> <p>M & N.</p> |

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| | <p>Facilities Committee</p> <p>➤ MOTION to accept the Building Conditions Survey</p> | <p>Charlie Pensabene O.</p> |
| 6. | Director's Report | <p>Jill Dugas Hughes P.</p> |
| 7. | <p>Personnel Memorandum</p> <p>➤ MOTION to approve the September 19, 2023, Personnel Memorandum as presented</p> | <p>Jill Dugas Hughes Q.</p> |
| 8. | <p>Old Business</p> <p>Construction grant</p> <p>➤ MOTION to approve the submission of the library construction grant - project #0386-24-0514</p> | <p>Lynne Oudekerk</p> |
| 9. | <p>Liaison Reports</p> <p>Friends of the Library</p> <p>Town of East Greenbush</p> <p>Rensselaer County</p> <p>Upper Hudson Library System</p> | <p>Julie Ann Price Ed Nestler Tom Grant Camie Engel</p> |
| 10. | <p>New Business</p> <p>➤ MOTION to authorize Director to pursue the NYS Assembly Capital Grant</p> | <p>Lynne Oudekerk</p> |
| 11. | Motion to adjourn | |

Library Election & Budget Vote

Tuesday, September 19, 2023, 9:00 AM to 9:00 PM

Upcoming Meetings:

Monday, October 2, 2023

- 5:30-6:30 PM Services Committee Meeting
- 7:00-8:00 PM Administrative Committee Meeting

Thursday, October 5, 2023

- 6:30-8:00 PM Community Advisory Council Meeting

Tuesday, October 17, 2023

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