

STEWART B. LANG MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

Monday, March 2, 2020

In Attendance: Gayle James, Jim Dillon, Jerry Hunter, Monica Krupa, Anne Baldwin, Caryl Kinney, Kitty Hayes, Birgit Latray, Cathy Wood

Absent: Maryanne Adams

Community member: Pam Shane

The meeting was called to order and the agenda adopted.

Secretary's Report: The minutes from the February meeting were reviewed.

Motion to accept: Kitty Hayes Second: Anne Baldwin. Approved.

Director's Report:

Motion to accept: Jim Dillon Second: Birgit Latray. Approved.

Treasurer's Report: February 1 – February 29, 2020

Motion to accept: Jerry Hunter Second: Anne Baldwin. Approved.

COMMITTEE REPORTS:

Planning: Committee is working on a Plan of Service document. Board will review at April meeting and modify or approve at that time.

Facilities: Committee working on a plan for parking lot repair. Jim and Jerry to attend village meeting to ask for clarification of village obligation concerning lot maintenance and suggestions going forward.

Old Business:

- Board reviewed Three Year Investment Report.
- Board discussed the status of the 2018 & 2019 IRS form 990's. In future Cuddy & Ward will prepare forms.

New Business:

- Discussion about Filming in Library (First Amendment Auditors). At this time will refer to Code of conduct policy. Jim will call FLLS.
- Discussion of bookkeeping and having second person enter info into QuickBooks.

- Building Project: The board discussed the Jill Fudo's revised 5,000 sq. ft plan for the new building. Using a figure of \$200 per square foot, construction of this plan would cost around \$1 Million. The board felt that this figure was too high a target for fund raising. After some discussion the board reached a consensus that our cost should be capped at \$600,000. At \$200 per sq. ft, this would require that the plan be revised again to a main floor size of 3,000 sq. ft.
- There is a possibility that the Saint Patrick's Church property on Mechanic Street may become available for purchase. The board agreed to explore the feasibility of this option before asking Jill to review the new building plan again. Gayle and the Facilities Committee will arrange for access into the church so that Jill can do a preliminary inspection and take some measurements.

Motion to Adjourn: Monica Krupa Second: Kitty Hayes. Motion approved.

Next Meeting: Monday, April 6, 2020

Cathy Wood