

Julia Butterfield Memorial Library
Monthly Board Meeting
Wednesday, December 14, 2022 | 6:30 PM

ROLL CALL

In attendance: Library Director Johanna Reinhardt

Board members: Judy Meyer, Dennis Gagnon, Catherine Platt, Marjorie Gage

RESOLUTIONS

On motions made and seconded during the Annual Meeting of the Board of the Julia L. Butterfield Memorial Library, held on December 14, 2022, the following resolutions were unanimously adopted or adopted by a majority of the Trustees:

- Acceptance of Minutes of the November 2022 Meeting of the Board
- Acceptance of the November 2022 Warrants/Checks
- Acceptance of 2023 Annual Budget
- Acceptance of nominations for 2023 Officers of the Board:
 - President: Judy Meyer
 - Vice President: Marjorie E. Gage
 - Secretary: Dennis Gagnon
 - Treasurer: Catherine Platt
- Election of new officers of the Board (*as listed above*)

- Acceptance of motion to deposit \$25,000 in bullet aid targeted to Putnam County Libraries by outgoing NY State Assemblyperson Sandy Galef in M&T bank accounts until further review of the Library's Wells Fargo endowment investment accounts, owing to the volatile state of the current investment markets.

THE ANNUAL MEETING OF THE BOARD WAS CALLED TO ORDER at 6:30 pm by Board President Judy Meyer.

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

- **VOTE:** Dennis moved to accept the minutes of the November 29, 2022, monthly meeting of the Board; Catherine seconded. Minutes accepted unanimously as amended.

FINANCIAL REVIEW (*See attachments*):

- **VOTE: Acceptance of Warrants and Checks:** Dennis made a motion to accept the November 2022 warrants/checks; Marjorie seconded. Motion accepted unanimously.
- Reviewed Deposit/Check Detail, Balance Sheet Standard as of November 30, 2022.

- **VOTE: Acceptance of 2023 Annual Budget**

After discussion, Dennis introduced a motion to approve the Proposed 2023 Annual Budget, reflecting total expenditures of \$407,687 (*attached*). Catherine seconded. Budget passed as amended, reflecting new minimum wage increases mandated by New York State taking effect January 1, 2023 and an anticipated escalation in building operations costs (including fuel and electricity).

- **The Library's Annual Appeal** has been mailed and posted to the Library's website.
- A child-sized sofa has been ordered for the Jean Marzollo Children's Room, to be purchased with funds generously donated to the library by Rachel Rose and Ian Chang and family in memory of Cold Spring resident Miss Hannah Langer. The seating will be part of a new "Hannah Langer Reading Corner" in the Children's Room, to be officially dedicated in the coming year.
- **VOTE:** Dennis introduced a motion to deposit \$25,000 in bullet aid targeted to Putnam County Libraries by outgoing NY State Assemblyperson Sandy Galef in M&T bank accounts until further review of the investment accounts, owing to the volatile state of the current investment markets. Catherine seconded the motion; motion was approved unanimously. Investment strategies will be revisited in the new year.

DIRECTOR'S REPORT (*Attached*):

Johanna reported on previous month's meetings, grant developments, statistical reports, and programming initiatives (*see Calendar of Events, online*), including:

- Holiday Market craft fair will continue through December. The Library receives 20 percent of sales revenue from items purchased at the sale.
- Adult Creative Programming Librarian Luanne Morse has announced her retirement. The Board expressed gratitude to Ms. Morse for her years of service to the Butterfield Library community.

FACILITIES REPORT:

- **Phase III construction project**, awaits completion. Judy Meyer to confer with GC on date from anticipated resumption and completion of work remaining.
- **ADA ramp renovation** on at South building entrance is nearing completion; railing has been retrofitted and installed.

NEW BUSINESS:

VOTE: Nomination and voting for Officers of the Board of the Julia L. Butterfield Memorial Library for the year 2023:

Dennis introduced a motion to nominate the following trustees:

- **President:** Judy Meyer
- **Vice President:** Marjorie E. Gage
- **Secretary:** Dennis Gagnon
- **Treasurer:** Catherine Platt

Catherine seconded the motion. Nominations were approved unanimously. A roll-call vote was taken. The roster was approved unanimously: The officers named above will serve in their positions for the year 2023.

OLD BUSINESS:

JULIA L. BUTTERFIELD BICENTENNIAL COMMITTEE met on December 13, 2022, to discuss event planning in honor of the 200th anniversary of Library founder Julia L. Butterfield's birth. Plans include a student essay contest and readings in costumes (in lieu of a parade) and a banner to be hung across Main Street in the Village of Cold Spring (pending approval by the Village, Town of Philipstown, and utility companies).

POLICY:

- No new policies

ADJOURNMENT:

Catherine introduced a motion to adjourn the meeting. Judy seconded. **Meeting adjourned unanimously at 8:25 PM**

The next meeting of the Board is scheduled to take place Tuesday, January 18, 2023, 6:30 PM

Recorded and respectfully submitted by:

Marjorie E. Gage, Secretary