

**Julia Butterfield Memorial Library  
Monthly Board Meeting  
Wednesday, September 15, 2021; 7:00 PM**

**The regular monthly meeting of the Board of the Julia L. Butterfield Memorial Library for the month of September 2021 took place in person at the Butterfield Library, Cold Spring, NY.**

**ROLL CALL**

*In attendance:* Library director Johanna Reinhardt. Board members Judy Meyer, Dennis Gagnon, Catherine Platt, Bob Dwyer.

**RESOLUTIONS**

On motions made and seconded during the regular meeting of the Board of the Julia L. Butterfield Memorial Library held on September 15, 2021, the following resolutions were unanimously adopted or adopted by a majority of the Trustees:

- Acceptance of July 2021 Warrants/Checks
- Acceptance of the August 2021 Warrants/Checks
- Acceptance of motion to move forward with recommended funding-award amount of \$64,237 through State Aid for Public Library Construction Program by Mid-Hudson Library System Board should it be approved by New York State

**MONTHLY MEETING CALLED TO ORDER** at 7:00 pm by Judy Meyer, President

**ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:**

- **VOTE:** Dennis made a motion to accept minutes of TK meeting of the board as presented; Judy seconded. Motion passed unanimously.

**FINANCIAL REVIEW:**

- **VOTE: Acceptance of Warrants/Checks**

Dennis made a motion to accept the July 2021 warrants/checks as presented; Bob seconded; motion accepted unanimously.

Dennis made a motion to accept the August 2021 warrants/checks as presented; Bob seconded; motion accepted unanimously.

- Reviewed Deposit/Check Detail, Balance Sheet Standard as of August 31, 2021
- Board acted on previous resolution to authorize transfer of endowment account from Wells Fargo Bank to M & T Bank, Cold Spring, NY.
- Board authorized Board Treasurer Catherine Platt as signer for Wells Fargo Advisors investment account; signature authorized by President Judy Meyer and Board Secretary Marjorie E. Gage as per protocol.

**DIRECTOR'S REPORT:**

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

- Reviewed updates to open meetings law policies
- Books and other learning materials are ready for installation in the Children's Room; project punch list reviewed; open items to be followed up on before next meeting
- Butterfield Middle School Battle of the Books team awarded first place in Division
- New hire: Rowen Kuzminski, part-time library clerk

## **COMMITTEE REPORTS:**

### **Facilities Committee:**

- Progress report on Phase 2 of lower-level renovation project: Conference room renovation proceeding on revised schedule (Covid-related delays in materials deliveries)
- Roof inspection complete: Seasonal cleaning of gutters complete; drone-inspection of asphalt-shingle roof complete; roof aging as anticipated
- Vestibule flooring renovations completed

### **Policy Committee:**

- Reviewed the following policies: Pandemic response policy; continuing to follow NY State guidelines.

### **Friends Liaison:**

- The Friends plan to host an "upcycle" tag sale in collaboration with Philipstown Climate Smart; information on how to participate in/shop the event at [www.butterfieldlibrary.org](http://www.butterfieldlibrary.org)

### **Adjournment: 7:50 pm**

Bob made a motion to adjourn; seconded by Judy. The next meeting of the Board will take place on Wednesday, October 20, 2021 at 7:00 PM

Recorded and respectfully submitted by:  
Marjorie E. Gage, Secretary