

**Julia Butterfield Memorial  
Library Monthly Board  
Meeting  
Wednesday, November 29, 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 regular meeting of the Board of the Julia L. Butterfield Memorial Library held on November 29, 2022, the following resolutions were unanimously adopted or adopted by a majority of the Trustees:

- Acceptance of Minutes of the October 2022 Meeting of the Board
- Acceptance of the October 2022 Warrants/Checks

**MONTHLY MEETING OF THE BOARD 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 October 19, 2022, meeting of the Board; Catherine seconded. Minutes were accepted unanimously.

**FINANCIAL REVIEW (See attachments):**

- **VOTE:** Acceptance of Warrants and Checks: Dennis made a motion to accept the September 2022 warrants/checks; Marjorie seconded. Motion accepted unanimously.
- Reviewed Deposit/Check Detail, Balance Sheet Standard as of October 31, 2022.
- Minimum wage is going up by \$1.00 per hour as per New York State law on January 2023. Any wage increases to be reflected in Draft 2023 payroll budget, to be voted on at December 2022 meeting of the Board.
- Annual Appeal scheduled for mailing by end of November 2022
- Sunday, October 23, 10 AM: Board approved purchase of child-sized sofa for Jean Marzollo Children's Room from funds donated to the library by Rachel Rose and Ian Chang and family in memory of Miss Hannah Langer. This will be part of a new "Hannah Langer Reading Corner" in the Library.
- Transferred \$35,000 from endowment investments to regular checking account to pay contractors for completion of work on the ADA-compliant ramp renovation on South side of the Library building.
- The Library awaits NYState grant monies toward completion of Phase 3 construction project. Facilities committee reviewing punch list with Monteleone Contracting for timeline.
- The Library accepts the resignation of outgoing bookkeeper Judy Bartush and welcomes its new bookkeeper, Sherri Nachamkin, of Cold Spring.

**DIRECTOR'S REPORT** (*Attached*):

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

- As part of the Library's ongoing sustainability efforts, the Library has signed up for Furthering Sustainability program, in which the organization plants trees for every X-number of pages of matter printed at the Library. Current planting area includes the Costa Rica rain forest.

**FACILITIES REPORT:**

- Phase III construction project, paused until the beginning of October, awaits completion. Judy Meyer to confer with GC on timeline for completion.

**OLD BUSINESS:**

**JULIA L. BUTTERFIELD BICENTENNIAL COMMITTEE** formed this summer will meet on December 13, 2022, to discuss event planning in honor of the 200<sup>th</sup> anniversary of Library founder Julia L. Butterfield's birth. Committee will be in touch with Haldane Elementary School principal Christine Jamin and High School principal Julia Sniffen to determine best dates for potential parade involving local students. Philipstown Garden Club will plant a tree. Further details to come.

**POLICY:**

- No new policies

**ADJOURNMENT:** Dennis made a motion to adjourn the meeting. Catherine seconded. Meeting adjourned unanimously at 8:10 PM

**The next meeting of the Board is scheduled to take place on Tuesday, December 14, 2022, 6:30 PM <<rescheduled from December 22, 2022>>**

Recorded and respectfully submitted by:

Marjorie E. Gage, Secretary

