

**Dennis P. McHugh Piermont Library**  
**Board Meeting Minutes**  
**Wednesday, July 10, 2024, 7:00 PM**  
**(In person at the library and on zoom)**

**Present:** Mitch Eiss, Anne O'Brien, Tina Roeder, Kelly Ruby, Ed Stanford (via zoom), Sara Tucker, Shauna Wennerod

**Absent:** Len Hunt, Vicki Panetis

A quorum was present in person.

**I. CALL TO ORDER**

The meeting was called to order by Mitch Eiss at 7:10 p.m.

**II. APPROVAL OF THE MINUTES** for the June 12, 2024 and June 24, 2024 meetings

Motion was made by Kelly Ruby to approve the minutes of the June 12 board meeting. Seconded by Tina Roeder. The motion passed unanimously.

Motion was made by Kelly Ruby to approve the minutes of the June 24 board meeting. Seconded by Shauna Wennerod. The motion passed unanimously.

**III. PUBLIC EXPRESSION**

There was no public discussion.

**IV. LIBRARY DIRECTOR'S REPORT**

No director's report was submitted, as the Library Director is on FMLA.

Circulation and visits are on par. The artist reception this month was very successful. COHA training in Middletown for our staff continues and is moving forward well.

## V. TREASURER'S REPORT

Treasurer's Report - June 2024			July 12, 2024 Board Meeting
			<b>Fiscal Year 2023-2024 Approved Budget \$413,600</b>
<b>Operating Account +</b>	<b>Capital Improvement Account =</b>	<b>Total Checking Funds (as of 6/30/24 )</b>	<b>Investment Account (T-Bills) (mkt value as of 7/8/24)</b>
\$14,634.22	\$41,186.71	\$55,820.93	\$343,487.37
			Inv. Returns = \$18,788.18 (since inception) Chg in Mkt Value YTD=\$7,122.29
		<b>Total Library Funds -</b>	<b>\$399,308.30</b>
		<b>(Total Checking plus Investment Account)</b>	
<b>June Revenue</b>	<b>Revenue YTD July '23-June '24</b>	<b>Revenue YTD July '22-June '23</b>	<b>Current % of budgeted revenue goal</b>
\$2,534.00	\$447,021.81	\$420,148.81	108.1%
<b>June Expenses</b>	<b>Expenses YTD July '23-June '24</b>	<b>Expenses YTD July '22-June '23</b>	<b>Current % of budgeted expenses</b>
\$34,996.25	\$411,482.52	\$394,637.16	99.5%
<b>Upcoming Projected/Completed Fundraising Revenue:</b>			
Farmer's Market (Jun- Nov 2023)	\$600	Gift of Art Dec	\$2,770.89 (net)
Book Sale Sept/Oct	\$581.90	End of Year Donations	\$1,847.60 (net)
Spotlight Auctions Sept-May	\$1,950	Spring Book Sale	\$750
		Craft Fair May	\$840 (gross)

### Additional Notes:

\* Piermont Village Tax Levy - July 2023 \$295,800

\* School District Funds - October 2023 \$89,982.72

\* Re-invested funds into 6-month T-Bill due 12/28/23 52,000, 5.34% yield, settle date 7/3/23

\*Re-invested funds into 12-month T-Bill due 10/3/24 83,000, 5.33% yield, settle date 10/5/23  
\* Re-invested funds into 6-month T-Bill due 6/27/24 54,000, 5.15% yield, settle date 12/28/23  
\*Received Dasny \$50k grant check March 4 (will be on March report)  
\*Received \$10k check from Veteran's Memorial Assoc March 4 (will be on March report)  
\*\* Invested additional \$125,000 3/21, into 2 month T-Bill due 5/21/24 126,000, 5.27% yield, settle date 5/21/24

### Approval of the June Claim Sheet

Motion was made by Kelly Ruby to approve the June Claim Sheet. Seconded by Shauna Wennerod. The motion passed unanimously.

## VI. DISCUSSION ITEMS

### A. Piermont Remembers project

There was discussion of the oral history project several years ago for which Bill Batson was contracted to direct in collaboration with the Piermont Historical Society. We discussed the possibility of extending the collection of local oral histories on an ongoing basis and also of having available in the library in a kiosk-like presentation.

### B. Trustee Continuing Education Policy

We discussed the need to create a policy clarifying what the continuing education requirements are as well as the consequences if individuals do not meet the requirements. We also discussed the sexual harassment training requirement, along with the need to develop new policies regarding board members' fulfillment of the requirements and ways to track fulfillment.

## VII. COMMITTEE REPORTS

### A. Fund-raising committee

Discussed the Spotlight project, for which the next focus will be on the Piermont Creamery and a possible "golden ticket."

### B. Building & Grounds

Discussion of possible \$20-30K grant through the NY Assembly to be used for repair and replacement of the stairs and the ramp. Alternatively, funding could come through RCLS state funding.

## **VIII. EXECUTIVE SESSION**

A motion was made by Mitch Eiss to move into Executive Session to discuss employment considerations for a particular employee and salary adjustments for particular employees. Seconded by Sara Tucker. The motion passed unanimously.

A motion to move back into public session was made by Mitch Eiss. Seconded by Anne O'Brien. The motion passed unanimously.

## **IX. OLD BUSINESS**

None

## **X. NEW BUSINESS**

### **A. Motion to Approve 2025FY Salary Adjustments**

A motion was made by Mitch Eiss to approve additional salary adjustments for particular staff. Seconded by Anne O'Brien. The motion was passed unanimously.

## **XI. ADJOURNMENT**

A motion to adjourn was made by Shauna Wennerod. Seconded by Anne O'Brien. The motion passed unanimously. The meeting was adjourned at 8:57 pm.