

**Dennis P. McHugh Piermont Library**  
**Board Meeting Minutes**  
**Wednesday, January 8, 2025, 7:00 PM**  
**(In person at the library and via zoom)**

**Present:** Mitch Eiss, Len Hunt, Anne O’Brien, Vicki Panetis, Kelly Ruby, Ed Stanford, Sara Tucker, Shauna Wennerod

**Via Zoom:** Tina Roeder

**Absent:** none

A quorum was present in person.

**I. CALL TO ORDER**

The meeting was called to order at 7:08 pm by Mitch Eiss.

**II. APPROVAL OF THE MINUTES** for the December 11, 2024 meeting.

Motion was made by Len Hunt. Seconded by Shauna Wennerod. The motion passed unanimously.

**III. PUBLIC EXPRESSION**

There was no public discussion.

**IV. LIBRARY USAGE REPORT**

**Statistics for Library Usage — Period Ending December 2024**

Libby:

	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
E-books	180	227	219	185	229	198	192	245	186	186	163	183	149
Audiobooks	205	269	242	296	239	243	274	235	245	225	254	220	240
Magazines	73	73	75	55	43	77	53	72	67	75	70	90	95

Hoopla:

	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
E-books	16	21	22	21	18	15	15	21	24	24	18	24	21
Audiobooks	25	32	41	35	42	52	52	46	46	39	39	47	42
Movies + TV	7	11	4	12	9	7	8	3	4	12	3	6	12
Music	0	2	0	0	2	0	3	0	1	1	0	0	2

Quarterly Digital Numbers:

	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024
Libby	1255	1425	1385	1458	1414	1641	1548	1536	1464
Hoopla	195	162	167	176	154	201	223	221	214

In-Person Statistics:

	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Library Patron Visits	1665	1557	1632	2008	2422	2906	2784	2754	2823	2507	2904	2119	1806
Attd. for prgs & mtgs	232	561	370	565	404	337	291	404	354	457	599	332	545
Circulation	708	790	798	912	889	NA	NA	NA	920	603	815	516	546

Quarterly In-Person Statistics:

	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024
Circulation	2522	2676	2665	2693	2408	2500	889*	1523*	1877
Patron Visits	4225	4251	5623	6731	5865	5197	8112	8084	6829

## Previous Month Checkouts by Shelving Location

Shelving location	ccode	Count	Shelving location	ccode	Count	Shelving location	ccode	Count
AUDBKCD	ADULT	1	FICTPOP	ADULT	85	PARENTING	ADULT	1
AUDBKCD	CHILDREN	1	GRAPHIC	CHILDREN	36	PERIODICAL	ADULT	6
BIOG	ADULT	10	HOLIDAYLOC	ADULT	2	PICTUREBOOK	CHILDREN	80
BIOG	CHILDREN	2	HOLIDAYLOC	CHILDREN	24	POETRY	ADULT	2
BIOG	YOUNGADULT	1	LOCALHISTORY	ADULT	1	SHORTSTORY	ADULT	1
BOARDBK	CHILDREN	22	LTFIC	ADULT	9	SPANISHBI	CHILDREN	1
DISPLAY	ADULT	1	LTNONFIC	ADULT	2	SPANISHNF	ADULT	1
DISPLAY	CHILDREN	2	MUSICCD	ADULT	2			
DVDS	ADULT	47	MYSTERY	ADULT	6	<b>Transaction type</b>	<b>Count</b>	<b>Borrowers</b>
DVDS	CHILDREN	4	NEWAUDBKCD	ADULT	1	Checkouts	429	117
DVDTV	ADULT	16	NEWBIOG	ADULT	7	Renewals	242	85
DVDWORLD	ADULT	6	NEWBOOKJ	CHILDREN	1		671	162
EASYNF	CHILDREN	1	NEWDVD	ADULT	7			
EASYREAD	CHILDREN	34	NEWFICTION	ADULT	10			
EXPRESSFIC	ADULT	6	NEWLTFIC	ADULT	4			
EXPRESSFIC	YOUNGADULT	1	NEWLTNONFIC	ADULT	2			
EXPRESSNON	ADULT	4	NEWNONFIC	ADULT	20			
FICTION	ADULT	81	NONFICTION	ADULT	57			
FICTION	CHILDREN	47	NONFICTION	CHILDREN	11			
FICTION	YOUNGADULT	4	NONFICTION	YOUNGADULT	1			

## Upcoming Programs

### January 2025:

- Art Show of the Month: Around the Town Celebrates Piermont in Art: Reception  
Jan. 8, 3-5pm
- Storytime with Ms. Nancy: Mondays, 11-11:30am
- Winter/Spring Art Classes with Alexis: Mondays (grades 1-3), Tuesdays (grades 5-10), Wednesdays (grades 3-5) 5:30-6:30pm
- YAK (Youth Advisory Club): Jan. 13, 5-6pm
- Adult Book Club: Jan. 15, 3-4pm
- Create and Sip: Jan. 15, 6:30-7:45pm
- Thursday Family Bingo: Jan. 16, 6:30-7:30pm

- Tween Trivia Night: Jan. 17, 7-8:30pm
- Parent Child Book Club: Jan. 22, 6:30-7:30pm
- Story and Craft with Nancy: Jan. 23, 4:30-5:30pm
- Cheese 101: The Cliff Notes Version: Jan. 23, 6:30-7:30pm
- Chair Yoga with Rochelle Spooner: Jan. 29, 11am-12pm
- Screening of What Happened to Jackson Avenue: A Story of Urban Renewal: Jan. 30, 6-7:30pm

### February 2025:

- Art Show of the Month: Read Books & Things: Colored Pencil Drawings, Rose Gonnella
- Storytime with Ms. Nancy: Mondays, 11-11:30am
- Winter/Spring Art Classes with Alexis: Mondays (grades 1-3), Tuesdays (grades 5-10), Wednesdays (grades 3-5) 5:30-6:30pm
- Healthy Snacks with Caitlin for Ages 4-10: Feb. 3, 4:30-5:30pm
- YAK (Youth Advisory Club): Feb. 10, 5-6pm
- Doggie Storytime with Luna and Ms. Nancy: Feb. 12, 5-6pm
- Story and Craft with Ms. Nancy: Celebrate Valentine's Day: Feb. 13, 4:30-5:30pm
- Adult Book Club: Feb. 19, 3-4pm
- Parent Child Book Club: Feb. 19, 6:30-7:30pm
- Hammer and Clay: Two Films by Christopher "Kit" Lukas: Feb. 20, 6-8pm
- Predators and Primates in Piermont: A Photo/Video Tour of Kenya, Uganda, and Rwanda presented by Daniel Spitzer: Feb. 23, 2-3:30pm
- Thursday Family Bingo: Feb. 27, 6:30-7:30pm

## V. TREASURER'S REPORT

Treasurer's Report - December 2024				Jan 8, 2025 Board Meeting
				<b>Fiscal Year 2024-2025 <u>Approved Budget</u> \$436,520</b>
<b>Operating Account +</b>	<b>Capital Improvement Account =</b>	<b>Total Checking Funds (as of 12/30/24 )</b>		<b>Investment Account (T-Bills) (mkt value as of 1/6/25)</b>
\$40,443.18	\$38,239.03	\$78,682.21		\$543,791.89
				<b>Inv. Returns = \$32,087.04 (since inception) Chg in Mkt Value 1YR=\$20,343.71</b>
		<b>Total Library Funds - \$622,474.10</b>		
		<b>(Total Checking plus Investment Account)</b>		
<b>Dec Revenue</b>	<b>Revenue YTD July '24-Dec '24</b>	<b>Revenue YTD July '23-Dec '23</b>	<b>Current % of budgeted revenue goal</b>	
\$61,911.00*	\$462,625.01	\$427,410.22	105.9%**	
<b>Dec Expenses</b>	<b>Expenses YTD July '24-Dec '24</b>	<b>Expenses YTD July '23-Dec '23</b>	<b>Current % of budgeted expenses</b>	
\$63,398.99	\$253,319.16	\$203,577.20	58.0%**	
<b>Upcoming Projected/Completed Fundraising Revenue:</b>				
Farmer's Market (June/July 2024)	\$400	Gift of Art Dec	\$2,361 Net (\$4,444 Gross)	
Spotlight Auctions July/Oct	\$450	Annual Appeal Donations		
Book Sale Sept-Oct	NA	Spring Book Sale		
Pumpkin Decorating Oct	\$435	Craft Fair May		

### Additional Notes:

- Piermont Village Tax levy - July 2024 \$301,716
- School District Funds - Oct 2024 \$89,737

Approval of the Claim Sheet: Motion by Sara Tucker. Seconded by Len Hunt. The motion passed unanimously.

## **VI. DISCUSSION ITEMS**

- Farmer's market will begin again.
- Pursuant to our agreement with Otto's for valet parking, they are requesting a small reduction for "off-season" usage.

## **VII. COMMITTEE REPORTS**

### **A. Special Events & Fundraising**

- Gift of Art grossed \$4,444 (Library netted \$2,361). 41 pieces sold. It was a very successful event, with roughly 300 patrons in attendance and an abundance of food and drink donated by the local businesses. (Last year, Gift of Art grossed \$5,436, with \$2,770 netted by the Library.)
- The Annual Appeal results so far: One \$25,000 donation plus roughly \$2500 in other donations, with \$850 from Givebutter. More donations still coming in.
- Next Local Spotlight on the wine shop is a possibility.

### **B. Building & Grounds**

- The bollards have arrived.
- O&R will reinstate the discounts on lights in 2025. We will wait for the discounts to kick in.
- Solar panels are a possibility.
- Need to plan and budget for new carpeting. What's here now is the original carpeting, and it's becoming worn.

### **C. Policy Committee**

- Will have recommendations from Paychex on personnel policies.
- Also working with Paychex to assist in revising the personnel manual and implementing a safety management program to be in compliance with employment laws.

### **D. Search Committee**

- Reviewed 18 applications so far, narrowed to 7 for an initial zoom interview.

## **VIII. OLD BUSINESS**

None.

## **IX. NEW BUSINESS**

**Appointment of Board Officers:** The Personnel Committee has recommended the following board officer positions:

Ed Stanford, president

Mitch Eiss, vice president

Vicki Panetis, treasurer

Shauna Wennerod, secretary

Anne O'Brien moved that the board approve these officers. Kelly Ruby seconded the motion. The motion passed unanimously.

## **X. EXECUTIVE SESSION**

Mitch moved that we adjourn to Executive Session for discussion of retirement plan issues for one employee and personal days policy regarding two other employees.

Len Hunt seconded the motion. The motion passed unanimously.

Mitch Eiss moved that we return to public session. Anne O'Brien seconded the motion. The motion passed unanimously.

## **XI. ADJOURNMENT**

Motion to adjourn was made by Sara Tucker. Seconded by Anne O'Brien. The motion passed unanimously. The meeting adjourned at 8:57 pm.