

Meeting of the Board of Trustees
Minutes for January 4, 2010

Present:

Dorothy Balko
Jennifer Birckmayer
Bruce Charbonneau
Patty Easton
Lee Jamison
Julie Johnson, Director
Guests: Bonnie Shannon, Bob Albern, Friends

Bill Laraway
Gary Spielmann
Christian Sweningsen
Karen Vecellio
Michael Wheeler

Absent:

Andrew Pellettieri (excused)
Jim Tuttle (excused)

Announcements:

January 15 at 4 p.m. there will be a meeting with the architects at KML.
Julie distributed the new newsletter.

Meeting was called to order by Gary Spielmann at 7:03 PM.

Presentation of Financial Review for 2008 (attached)

By Anthony Scalzo, CPA, of Alexander Varga & Co. A broader scope than the usual review, but less than an audit. He made the following recommendations:

- Board review and update investment policy annually.
- Report of trustee review of bill schedule should include the dollar amount of bills reviewed.
- VISA card usage was \$8,000; this should be reviewed, and perhaps there should be a limit on the use of the credit card.

He commended the staff for being organized and cooperative.

Presentation of Investments Review for 2009 (attached)

By Hal Connolly, of Merrill Lynch. Recommended reconsidering the amount held in cash. There are Certificates of Deposit scheduled to mature this year; decisions will need to be made as to their reinvestment. There was discussion that money may need to be kept on hand for the construction project.

Meeting

Karen moved, Jenny seconded, motion passed to approve the minutes of December 7, 2009.

Friends

Bonnie reported that the Bells & Motley, and the Mystery Writers' Panel events were successful. There will be a membership meeting and concert on January 31. A check for the first installment of funds raised for the library by the Friends is on its way.

Many thanks to the Friends, who recently finished the bulk mailing of the newsletter.

Director's report (attached)

Julie demonstrated the newly-redesigned website. She thanked Theo Fells, who did the design, for an estimated savings to the library of \$10,000. She highlighted a function of the design that lets a patron figure how much money they are saving by using the library.

Thank you to Julie for all her work on this project!

Treasurer's report (attached)

Mike reviewed the budget and expenditures for 2009. Gary intends to meet with new

Kinderhook supervisor Pat Gratten regarding the town's timely support of the library. Mike directed that we will add the bill schedule to the Treasurer's Report section of the minutes.

Bill moved, Patty seconded; Treasurer's Report was approved.

Mike reviewed the bill schedule for November, 2009.

Patty moved, Christian seconded; bill schedule approved.

Bill Laraway will review the bill schedule for December, 2009.

Building and Grounds

Dot reported that the old book drop has been panelled over. Flaking paint on roof will be addressed in the Spring. Discussed safe and efficient use of the fire places. Patrons enjoy the fireplace, but it is being lit only when Amy or Julie can supervise. Tim Reutzel, the electrician, submitted a bill for \$1,300. As this stretches over a three-year period it is clear he donated much of his time.

Finance Committee

No report.

Fundraising

Bill reported that due to the recent closing of Pi restaurant, the fundraiser planned is postponed indefinitely.

Operations Committee

No report.

21st Century Fund (attached)

Gary presented an analysis of contributions; reviewed 2009 Action Steps from Long Range Plan. He asked for volunteers for the committee. The committee should set action steps for 2010.

Old Business

Bob Albern reported on appraisal of portraits hanging in the library. He is awaiting a report from Rod Blackburn.

New Business

Bill presented a slate of new officers, as follows:

President	Gary Spielmann
Vice President	Karen Vecellio
Secretary	Bruce Charbonneau
Treasurer	Mike Wheeler

Bill moved, Christian seconded that the Secretary cast one vote for the slate; approved.

Thank you to Lee for her years as secretary, and to Christian for his assistance.

Sunday Coverage

1/10 Karen; 1/17 Dot; 1/24 Patty; 1/31 Christian

Next meeting February 1, 2010.

Patty moved, Gary seconded; meeting adjourned at 8:30 p.m.

Respectfully submitted,

Lee Jamison

ccs