

**Daniel Pierce Library  
Board of Trustees Meeting  
February 9, 2022**

A meeting of the Trustees of the Daniel Pierce Library was called to order at 7:10 PM with President Mari Martin presiding. Other Trustees present were Kate Kelly, Leanore Egan, Cathy Coombe, Dave Schneyer, Phil Coombe by phone and Jennifer Thomas, Director.

**Secretary's Report:** It was moved and seconded to approve the minutes of the January 19, 2022 meeting. Motion carried.

**Public Comments:** None

**Correspondence:** There was no correspondence.

**Annual Report:** Director Jennifer Thomas and Kathy Russo presented the annual report for 2021. Jennifer pointed out some differences in statistics between 2021 and the prior year. Kathy Russo presented the financial portion of the report. Mari Martin moved to approve the Annual Report, seconded by Kate. Motion carried.

**Financial Reports:** Jennifer Thomas presented the balance sheets for DPL, including GPP, the building fund and other accounts. Balances for these accounts were within normal ranges. The GPP checking balance is higher than needed to begin the 2022 GP party. Jenn noted that the Library / Office Service Contract expense was greater than usual because it includes an expense for online/remote monitoring of the geothermal system. This will be an annual subscription fee. It was moved by Leanore and seconded by Kate to approve the financial statements for January. Motion carried.

**Directors Report:** Jennifer presented the Director's report, noting that DPL will have a table at the Town of Neversink Winterfest at the Fairgrounds Ice Rink on February 12.

The compressor for the HVAC system has been ordered, but shipping is delayed.

Children's programs will begin in mid-April, with registration beginning Feb 12. Michelle Gorman has been reviewing all aspects of the DPL website to ensure they are current.

Jennifer attended an RCLS meeting, in which a new interlibrary email and network system will be implemented in 2023 because it is determined to have a higher level of security. There was a motion to audit all library members' IT structure, which RCLS will pay for.

A representative from Central Hudson conducted an Energy Efficiency audit to recommend changes to bulbs and fixtures to save energy. There is a proposed cost to implement the recommendations. Jen will research with RCLS and other sources if any grants are available for this work, and whether DPL should even undergo the changes.

**Old Business:** Mari received information from Carmella Huggler from Sullivan Renaissance, recommending a plan for upgrading/modifying the existing landscape plantings. A beautification grant for up to \$2500 is available if applied for by March 1, 2022.

The March 1 Mardi Gra Donut Day, pre-order schedule and work process were discussed. Pre-orders are coming in and

**New Business:** Norma Pena from TVCS reviewed the public referendum process with Jennifer for 2022. However, the 2023 budget does not include a high enough increase to require a public vote. It was moved to not hold a public referendum. Moved by Dave Schneyer, seconded by Leanore. Motion carried.

Jennifer noted that the existing policies for full-time and part-time employees are not consistently worded. She recommended the board review each job description and related policies, and amend as appropriate.

Mari Martin will create a list of current committees and members of each, for review at the March meeting.

Leanore compiled all information on the engraved bricks and how they get ordered. She proposed developing fundraising campaign to sell more bricks to patrons. The engraved bricks are laid on the walkway and around the flagpole in the front of the library.

**Committee Reports:**

There were no committee reports.

It was moved by Mari and seconded by Kate to adjourn the meeting. Meeting adjourned at 8:23 pm.

Respectfully submitted,

Catherine Coombe,

Recording Secretary