

BLODGETT MEMORIAL LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING – January 11, 2023
In person

Trustees Present

- Janice Ballard
- Anthony Ruggiero
- Vincent Sullivan
- Beth Allee
- Sarah Smith
- Carole LaColla
- Lois Miccio
- Lynette Whiteman

Staff Present

- Julie Spann, Director
- Joanna Aquafredda, Office Manager

Other Guests

- Paul Miyamoto

- I) Director Julie Spann called the meeting to order at 7:03 p.m.
- II) The Slate of Officers were presented as follows:
 - Anthony Ruggiero as President
 - Janice Ballard as Vice President
 - Carole LaColla as Treasurer
 - Vincent Sullivan as Secretary
 - ◆ No more nominations were presented.
 - ◆ A motion to approve the nominated slate of officers was presented with all in favor.
- III) Approval of November 9, 2022 minutes.
 - The Minutes were reviewed.
 - A motion to approve the November minutes was made by Carole, seconded by Janice and unanimously approved.
- IV) President's Report
 - (a) Anthony would like to review the by-laws and the elevator project as a focus this year.
 - (b) A long term event is something we should start thinking of. With our elevator in motion and a new logo, we may want to have ideas on how to give the Library good PR regarding these events.
- V) Financial Report
 - The January warrant was presented in the amount of \$23,738.46.
 - ◆ The warrant doesn't need to be approved monthly because many of the bills are pre-approved to pay. The warrant will be reviewed at each board meeting and by the finance committee. Any one off charges will need to be approved but most bills are budgeted and approved through the budget.
 - ◆ Joanna will also bring the credit card statement monthly for finance to review.
 - ◆ Joanna presented the 2023 Bills which are pre-approved to be paid before the board meeting (see attached).

- ◆ A motion to approve all financial reports was made by Carole, seconded by Sarah and unanimously approved.

VI) Director's Report

- Old Business

- ◆ Carpet-The library will be closed from February 4th- the 11th for the carpet installation. We will reopen on the 12th.
 - (I) Julie will post on Instagram, Facebook, and our website, stating we will be closed.
 - (II) Julie will also let our patrons know of other services they can use while we are closed.
 - (III) Julie will also reach out to Greg at Town of Fishkill to notify patrons in their newsletter.
 - (IV) We will be moving our Board meeting to February 22nd (later modified to February 15th with all board members in agreement with this date).
- ◆ Logo- The board was divided between the logo without the knockouts in the B and the logo with the knockouts in the B. Julie and Joanna will poll the staff to see what they like.
 - (I) Paul will provide all different versions of the logo (jpeg, pdf, tif vector, greyscale, and reverse)
- ◆ Donations-
 - (I) The following deposits were accepted.

	Joyce Muller	
12/21/2022	Banner	50
12/21/2022	Teresa Hardin	1500
12/21/2022	Dot Keller	200
12/21/2022	Rebecca Betz	150
12/21/2022	Maria Fisch	5000
12/14/2022	Frank and Kathy Contratti	50
12/14/2022	Eileen Groser	100
12/14/2022	Richard Fiorile	100

- i. Going forward any deposits made directly to the library will be have to be accepted before deposit at each board meeting.
- ii. Any payroll deduction donations will automatically be accepted.

- New Business

- ◆ RBT Letter

- (I) RBT would like Julie to sign a letter asking them to complete some line items to bring Blodgett up to date regarding Audit and AUD. They are currently working on 2020 and this should bring the library up to date.

(a) Going forward Julie will put together an RFP to search out another accounting firm.

(II) A motion to allow Julie to sign the letter of engagement was made by Janice, seconded by Vincent and unanimously approved.

- ◆ The September board meeting will be moved to September 12th.
- ◆ Law Enforcement Day was a large success. 50 people showed up.

VII) Other:

VIII) Committee Reports

IX) Finance/Personnel/Election: Janice, Anthony & Carole - nothing to report

X) Buildings & Grounds/Long range: Janice, Anthony, & Sarah - nothing to report

XI) Liaison to Friends & Community (PR): Vincent, Beth- nothing to report

XII) No public input.

XIII) Adjournment -

A motion to adjourn the meeting at 8:07 pm was made by Lynette, seconded by Sarah and unanimously approved.