

BLODGETT MEMORIAL LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING – September 7, 2022
In person

Trustees Present

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

Staff Present

- Julie Spann, Director
- Joanna Aquafredda, Office Manager

Other Guests

- Lynette Whiteman

I) President James Miccio called the meeting to order at 7:05 p.m.

II) Approval of July 2022 Minutes

- The Minutes were reviewed.
- A motion to approve the July minutes was made by Vincent, seconded by Carole and unanimously approved.

III) President's Report

- (I) Lynette introduced herself to the board. Jim also informed her our friends is also looking for leadership if she is interested. Lynette will think about joining the Board of trustees or the friends and will let us know.

IV) Financial Report

- The July warrant was presented in the amount of \$26,477.82.
 - ◆ There is a payment to Millbrook Library for our wordpress subscription and a payment to Lagrange library for our creativebug subscription. The libraries collect payment from all the libraries and send in one payment. There was also a payment to Silvestri because we had a leak due to wasps building a nest in the pipe. This is also a collection of two months worth of bills because we didn't meet last month.
 - ◆ A motion to approve all financial reports was made by Carole, seconded by Anthony and unanimously approved.

V) Director's Report

- Old Business
 - ◆ Elevator- Julie and Janice met with someone to give us quotes/ideas for elevator.
 - (I) The gentleman said the Lula elevator would be a perfect fit inside the library right by the front entrance.
 - (II) He will be able to make a ramp on the lowest level and continue to keep the bookshelves.
 - (III) The price of the elevator will be about \$300,00 and with all the work about \$500,000.
 - (IV) We would need a design and build firm to spec it out. Our electricity is good. A phone and video is required in the elevator. Once we receive the specs Julie will present to design and build firms.

- (V) We do need to keep with the historic look, which may increase the price but not drastically.
- ◆ Carpet- we have quotes from Royalty and John Herbert.
 - (I) Royalty gave us two quotes one for \$14,155.55 without prevailing wage, one for \$15,183.17 with prevailing wage.
 - (II) John Herbert quotes us \$24,587.80 with prevailing wage.
 - (III) Joanna will go back to the companies and ask for a more detailed quote because they did not match as far as materials, time, labor. We need more details in order to make an informed decision.
 - (a) The board would like the following questions answered
 - (i) Confirm they are using prevailing wage and that the companies file prevailing wage reports
 - (ii) Confirm they are insured with worker's comp
 - (iii) We need a comprehensive detailed quote from Royalty
 - (iv) The quotes need in writing that they are using prevailing wage
 - (v) Insure both sets of stairs are included
 - (vi) Removal of furniture is included
 - (vii) We would like to see a detailed format like Herberts from Royalty.
- ◆ Budget-
 - (I) Based on the presented budget we are \$78,358 over the tax cap, which is about 8.7% over the tax cap.
 - (a) In the future we pulled money from Cash reserve in order to not go over the tax cap, which are trying to minimize how much we do that in the future.
 - (b) Lines we cut in the budget to try to bring down how much we are minimizing going over the tax cap
 - (i) -\$15,000 from the crisis management line
 - (ii) We cut staff from \$15/hr to \$14.20/hr which cuts -\$3,088
 - (iii) We will add \$10,000 from cash reserve +\$10,000
 - (iv) Increase our gas and electric line by +\$2,000
 - (v) -\$2,000 from crafts to go
 - (vi) -\$2,000 from summer reading
 - (vii) -\$1000 from museum passes
 - (viii) -\$3000 from youth programming
 - (ix) -\$2000 from yard maint
 - (x) -\$5000 from kids books
 - (xi) +\$10,000 back into programming
 - (xii) -\$25,000 from librarian position
 - (xiii) This is \$22,270 over the tax cap which equals to 3.1% over the tax cap.
- New Business
 - (I) Petitions were handed to Beth and Carole. They need the petitions signed in order to be on the ballot and be voted in to position.
 - (II) Concrete- We have a quote from Donaldson to remove the existing ramp and to put a new one but use existing railing. In the quote he references to not replace the sidewalls but they are cracking so we need clarification.
 - (a) Building and ground should meet with this matter.

VI) Other:

- Carnival- Was a huge success with 250 in attendance. People loved all the games and activities. Julie felt that when she has held it during the week she had a bigger turn out. She will be moving it back to the middle of week. It is also a tough weekend because people are away or at the dutchess county fair.

VII) Committee Reports

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

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

X) Liaison to Friends & Community (PR): Vincent, Beth, Joan – nothing to report

XI) No public input.

XII) Adjournment -

A motion to adjourn the meeting at 9:09pm was made by Beth, seconded by Anthony and unanimously approved.