

Brunswick Community Library
Board of Trustees Meeting Minutes
November 15, 2022

Attendees: Dan Casale, Maureen Cox, Alix Duggan, Marthe Ann Gabey, Jennifer Gordon, Sara Hopkins, Grace Kosinski, Jen Mainello, Matt Perfetti, Anne Poleto, Jennifer Shatz, Andrea Wedler

Excused: Kevin Mainello, Kelley Triscari

Call to order 6:10 PM

Approval of October 2022 minutes – Motion to accept by Alix Duggan; seconded by Matt Perfetti; all in favor; motion carried.

Treasurer's Report – The financial statements were circulated via email. Maureen said that everything was in line with budgeted vs. expenses. The Finance Committee moved to approve the Treasurer's Report; seconded by Jenn Shatz; all in favor; motion carried. Sara is concerned about staffing expenses – she needs to cover more hours, which may require more people, and higher salaries. Maureen said the budget has increased for supplies, programs, and materials, plus a big increase for payroll. A 3% increase from the Town is expected, but that won't be enough to cover the increase in expenses. It is expected that the library will soon be the beneficiary of a large sum of money, which would cover the increase, but for now, we have a deficit budget. There is enough in savings to cover the first quarter and the donation should be final soon. It is hoped that it could be used for investment with the dividends paying for the increased expenses. Alix and Marthe Ann want to meet with the Town to explain our needs and ask for an increase. Jen M wondered if there was any risk of us having to become a public library. No one thought that this would happen. The Annual Appeal is important for income. Anne asked about why we only get money from Brittonkill and not the other school districts in town. Sara is going to ask Tim Burke (UHLS) about other association libraries and if anyone gets money from multiple school districts. Marthe Ann Gabey moved to pass the deficit budget, with the assumption that it would be a balanced budget in January; Seconded by Andrea Wedler; All in favor; Motion carried.

Director's Report – The full report was distributed via email. There were about 600 visitors for the Haunted Trail. There is another Medicare seminar and a Thanksgiving book sale scheduled. The December activities are lined up. The free chair yoga has been going over well.

Committee reports:

Building and Grounds – To have the door put back on for the “meeting”/“non-fiction” room would cost about \$2000 for the door and frame. It would be another \$2000 for shelving for the relocated non-fiction materials. It is not worth the expense at this time. To fix the outlet on the outdoor sign would also be about \$2000 and is also not worth it now. A piece of siding blew off and could not be located. Kevin will check to see why it came loose, then Alix will get quotes/estimates for repair. These will be sent via email since we don't want to wait until the

next business meeting in January. Sara noticed that the wells by the basement windows are filling up with debris. She will check if the landscaping company will do the clean out,

Annual Appeal/Fundraising – The Fall appeal has brought in \$3,550 so far. The Recovery Room fundraiser is scheduled for 12/20.

Human Resources – Nothing to report

Technology – the Google doc demo will be conducted after new business

Nominating – Fred Wobrock and Therese Goyette are to be voted in January 2023. Andrea Wedler has agreed to be treasurer.

Budget – Discussed during the Treasurer's report.

Old Business:

Google Doc training – perhaps it should be a different date than the January meeting. To be determined later.

Little Free Libraries – Maureen let one of the executives in the Boy Scouts know about the issue.

Memorial bench – The trustees' donation was \$185. There is a donation from Rensselaer County, thanks to Dan, for \$350. A cast iron bench is \$175 at Ace Hardware. Marthe Ann Gabey moved to purchase a bench from Ace Hardware; seconded by Alix Duggan; All in favor; Motion carried. Alix noted that we would have to decide on a location. Sara thought that we may be able to have donor or memorial bricks in the future leading to and around the bench.

Door to “meeting” room – Covered in Building and Grounds report

New Business: - None -

Google workspace demo – Alix showed how the library's Google workspace is accessed and did a question and answer session.

Next meeting – 1/17/2023 immediately following the Annual Meeting

Annual meeting is 1/17/2023 at 6 PM

Town Board meetings –12/08/2022 at 7 PM, with Dan attending. 1/12/23 at 7 PM – need a volunteer

Meeting adjourned at 7:25 PM as moved by Andrea Wedler; seconded by Grace Kosinski; all in favor; motion carried.

Respectfully submitted,

Anne Poletto