

## North Greenbush Public Library Trustee Meeting Minutes

### Trustees Present:

Ken Bogdan  
Peggy Derevlany  
Jim Greenfield

Jean Holmes  
Katie Myer  
Midge Rogers

### Trustees Absent:

Joan Behan  
Ali Mariano

Melissa Miller

### Also in Attendance:

Mary Klimack, Library Director

**Call to Order:** Meeting called to order at 7:18 p.m. on June 22, 2023 by Ken Bogdan.

**Approval of Minutes:** Jean Holmes noted an error in the Friends of the Library Update for May. The Friends are scheduling four meetings per year. Upon motion by Jean Holmes, seconded by Katie Myer, the minutes of the May meeting were approved unanimously with the correction made.

### Old Business

#### Building Committee

Peggy Derevlany reported that Mr. Panicci responded positively to the site proposal prepared by Paul Mays, with a request for an offer on the parcels at 183-193 Whiteview Road. The committee (Mary Klimack, Jean Holmes and Peggy) met on Wednesday, June 21 with realtor Laurie Leckonby and PR consultant Libby Post to prepare an offer and discuss next steps.

Laurie indicated that the market price for 183 Whiteview would be approximately \$100,000 and \$85,000 - \$90,000 for 193 Whiteview. We agreed to an opening offer of \$175,000 for both parcels. Our letter will include a promise to name the community room in the new library for Mr. Panicci. Libby Post will compose the letter.

As previously noted, Ms. Post generally requires a contiguous six-month retainer. However, given the circumstances, she will waive that requirement and invoice the first month separately. She will send the retainer agreement to Peggy.

Libby also suggested that NGPL trustees visit the Saugerties Library, which was designed by Paul Mays.

Our current plan is to build a 6,000 square foot library. Libby suggested that we explore the cost difference of increasing the plan to 7,000 square feet — doubling our existing area. The committee requested that Mary prepare an estimated operating budget for the larger library.

Libby Post mentioned that we may need to turn to geothermal energy for HVAC. While increasing our initial investment, geothermal will greatly reduce our ongoing expenses.

Peggy Derevlany has been in email contact with attorney Robert Schofield of Whiteman Osterman & Hanna LLP to discuss the potential transaction and to obtain a legal opinion regarding technicalities of bonding as outlined in our Charter and enabling legislation. Peggy will obtain a retainer agreement prior to the July meeting.

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## **Friends of the Library Update**

Jean Holmes reported that the Friends are hosting a “freebie” drawing “All Things Bees” to coincide with and support the summer reading program.

## **New Business**

### **2024 Budget Draft**

The finance committee will submit the 2024 budget to the board for approval at the July meeting. In preparation, Jim made a motion for the total gross payroll for 2024 to be increased to \$153,712.78. The motion was seconded by Jean Holmes and approved by unanimous vote.

### **Freedom of Information (FOIL) Policy**

UHLS has notified member libraries of the need to develop a policy defining our response requests filed under the Freedom of Information Law. Mary Klimack distributed a draft policy for the board’s review.

## **Director’s Report**

Mary Klimack presented the director’s report, including UHLS updates and circulation data. The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

## **Financial Reports**

Jim Greenfield plans to meet with Key Bank to move funds into a new account paying 5% interest.

Financial reports were distributed to all trustees in advance of the meeting. Jim Greenfield summarized, reporting that expenditures to date are approximately \$19,000 less than last year.

Upon motion by Peggy Derevlany, seconded by Midge Rogers, the financial reports were approved unanimously.

**Adjournment:** Meeting adjourned at 8:21 p.m. upon motion by Peggy Derevlany, seconded by Katie Myer and approved unanimously.

Minutes prepared by Peggy Derevlany, Secretary