

BLODGETT MEMORIAL LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING – August 19, 2021

Trustees Present

- James Miccio
- Janice Ballard
- Anthony Ruggiero
- Vincent Sullivan
- Beth Allee
- Laura Wolfe
- Joan Gambeski

Staff Present

- Julie Spann, Director
- Joanna Aquafredda, Office Manager

Other Guests

- I) President James Miccio called the meeting to order at 6:10 p.m. All attendees are attending in person.
- II) Approval of July 2021 Minutes
  - The Minutes were reviewed.
  - A motion to approve the June minutes was made by Vincent, seconded by Anthony and unanimously approved.
- III) President's Report
  - Carol Lacolla is interested in becoming a board member. A motion to fill the longest open term of a board member with Carol was made by Janice, seconded by Vincent and unanimously approved.
- IV) Financial Report
  - The August warrant was presented in the amount of \$12920.22. The D. Silvestri charge in the amount of \$733.59 was for an emergency valve replacement that caused the units to not work.
  - A motion to approve all financial reports was made by Anthony, seconded by Vincent and unanimously approved.
  - There was a question on Budget Vs. Actual report regarding the Doyle Security camera lease, for 2022 Budget it will be a separate line item. Also Joanna will look at the wages line item because it shows we are way over on Clerical.
- V) Director's Report
  - Old Business
    - (I) Fire Extinguishers and Batteries- Completed
    - (II) Concrete- Starting next week. We will move \$3,000 out of capital.
    - (III) Grants/Elevator- There is an APG grant that will be coming out in 2022 up to \$2 million. It has to be used by the end of the year which cannot be done with the elevator. Julie will look into the grant for some possible other projects to help with ADA accessibility such as ramp, bathroom door, etc.
  - New Business
    - (a) Policies-
      - (i) Smoking policy should not have numbers listed but use bullet points. Also should include marijuana products.

- (ii) Grievance Procedure- Step 2 should be the personnel committee not the board president. Also if a grievance is against the library director then they should go to the personnel committee.
- (iii) Volunteer policy- At the end of the 2<sup>nd</sup> paragraph it should state “except as noted below”. At the end of the 4<sup>th</sup> paragraph it should state “on behalf of the library”
- (iv) Personal Appearance policy- Should include a reasonable accommodation for religion
- (b) Mask Mandate- We shall see what the guideline will be
- (c) 5013- Blodgett Memorial Library’s 501c3 is under Fishkill association Library. Our friends can use Fishkill Association Library’s 501c3 as a DBA Friends. The bank account needs to be changed once we have a friend’s president and treasurer.
- (d) HVAC Stuck Valve- Our valve was stuck which caused the unit to not work and temperature to increase. We got it fixed.

VI) Other:

- Julie will be canvassing for 2-part time librarians. One for children’s and one for adults.
- Julie will like to plan for the future some homebound services, Hot spots for WIFI, and bicycle repair stations.

VII) Committee Reports

Personnel – Janice, Anthony: Nothing to report

Buildings and Grounds/Technology- Bill T. Janice, Elizabeth: No Report

PR/Sustainability/Long Range- Vince, Joan: No Report

Financial/Budget/Vote- Janice, Anthony, and Bill: No report

Liaison to Friends- Beth: No Report

Fundraising Committee- Anthony, Joan, Beth: No Report.

VIII) No public input.

IX) Adjournment-

A motion to adjourn the meeting at 7:17pm was made by Janice, seconded by Anthony and unanimously approved.