

Wallkill Public Library  
Board of Trustees Meeting  
*July 6, 2020*

Vice-President Mary Lou Van Aken called the meeting via Zoom to order at 7:04 P.M. The link to join the meeting was included in the public notification.

Present:

*Brian Ackley, Todd Craner, Lynne Diener, Susan Burhans Haldeman, Lisa Palmer, Camille Reid, Mary Lou Van Aken, Kathy Vogel, Nancy Wilhelm*

Absent: *Stan Seagren*

Public Participant: Paul Mays

Paul started with an update on what his firm is putting together for phase one. Steve and Karen from his firm came to town and, with Lisa, had an informal meeting with the town code enforcement officer at Town Hall to discuss the fact that Phase One can be done without adding sprinklers to the reading room. Because the reading room will just have a crawl space and is on the main floor, no fire area is being added. The rest of the building is currently grandfathered in and so sprinklers won't need to be added until the next phase. While at the town hall they also picked up the planning board permit paperwork for phase one and plan to have an informal "workshop meeting" with them to discuss the plans. The firm will move forward as indicated with getting on the planning board agenda from there.

Paul shared with us the drawings and aerial views of the current library and the proposed construction. Some new ideas are removing the drive through behind the library and making that a lawn. We will extend the walkway out to go along the new edge of the west side of the library and across the macadam to the Town Hall. Here is an alleged buried storm drain that no one has current information on. It has the potential to cause issues based on what they find when they dig. Camille will contact former Board member Phil LaRocco to see if he has info on it. Paul Mays hopes that phase one will be able to go out to bid this fall, with a start date of fall/early winter. The existing roof abatement portion will not be started until spring. Current issues for Paul's firm:

- 1) How to best attach new roof to existing roof
- 2) How to remediate the gypsum decking in existing roof
- 3) How to work in the gutters

**2020-7-A** Camille moved and Kathy seconded that we approve the June minutes. Motion passed.

**President's Report:**

With Covid-19 continuing at its own pace, we need to continue however cautiously. This must be understood to be our "new normal", the idea that as we take two steps forward, we may find the need to take one step back. Continued thanks to all the staff for their efforts as we move ahead.

**Director's Report:** See separate report

We received a link to take sex harassment training by October.

There has been some vandalism on the library property; food and junk in the book drop, destruction of a picnic table, a bashed in bollard. Lisa brought the police in and they said they would do more drive-bys but they also suggested that we get cameras. Lisa researched possibilities and found one that is movement sensitive. The police can use the video if there is further damage.

July 13<sup>th</sup> we will allow browsing by appointment. Curbside pick-up is going well.

Legislative breakfast for RCLS has been canceled.

**Financial Officer's Report:** Discussions of Finance Committee.

- Tax Levy transfer check(s) – Please remember we had moved funds to cover at least two months' worth of expenditures two months ago. Currently we only need funds transferred to our Payroll account– See Motion below

- The Library's 2019 annual tax form 990 has been presented via e-mail.

- Ken & Lisa have submitted a preliminary 2021 Budget to the Finance Committee. It has a 1.5% increase. The 2021 Budget will be presented to all trustees prior to the next meeting.

Orange Bank & Trust Memorial/Grant Fund– Inactive account notice. Todd went to the bank to do what was necessary to keep it active. We will review within 18 months what to do with this account.

**Old Business** – On-line Banking with Key Bank continues and is going well.

**2020-7-B** Camille moved and Brian seconded that we approve the revised 'WPL reopening plan. Motion passed.

**Committees:**

**Finance Committee**

**2020-7-C** Brian moved and Lynne seconded that we approve the June 2020 Warrant report. Motion passed.

**2020-7-D** Camille moved and Lynne seconded that we move \$20,000 from Tax Levy Money Market to Key Payroll for July payroll. Motion passed.

There is no need to move funds to Key Operating as this account has funds for July.

**2020-7-E** Camille moved and Brian seconded that the board approve the signing of the 990 tax form for 2019 as corrected with Brian's last name spelled correctly.

**Summary of Motions:**

**2020-7-A** Camille moved and Kathy seconded that we approve the June minutes. Motion passed.

**2020-7-B** Camille moved and Brian seconded that we approve the revised 'WPL reopening plan. Motion passed.

**2020-7-C** Brian moved and Lynne seconded that we approve the June 2020 Warrant report. Motion passed.

**2020-7-D** Camille moved and Lynne seconded that we move \$20,000 from Tax Levy Money Market to Key Payroll for July payroll. Motion passed.

There is no need to move funds to Key Operating as this account has funds for July.

**2020-7-E** Camille moved and Brian seconded that the board approve the signing of the 990 tax form for 2019 as corrected with Brian's last name spelled correctly.

Meeting Adjourned: **8:14**

Respectfully Submitted,

Susie Haldeman recording secretary

Next Monthly Meeting: *August 3, 2020 7 P.M.*

Place to be announced.