

# MID-HUDSON LIBRARY SYSTEM BOARD OF TRUSTEES BOARD MEETING

Wednesday, September 18, 2019 | 10:00am - 12:00pm

MID-HUDSON LIBRARY SYSTEM AUDITORIUM | 105 Market Street, Poughkeepsie, NY 12601

## AGENDA

### 1. ROLL CALL AND APPROVAL OF AGENDA

Stuart Auchincloss	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Lisa Baker Brill	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Robert Culp	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Sharon Davis	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Kenneth Goldberg	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Priscilla Goldfarb	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Rajene Hardeman	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Debra Klein	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Michele Ment	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Barry Ramage	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Lynne Ridgeway	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Janet Schnitzer	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Richard Swierat	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Mary Linda Todd	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused
Mark Wilson	<input type="checkbox"/> Present	<input type="checkbox"/> Absent	<input type="checkbox"/> Excused	<input type="checkbox"/> Unexcused

2. PRESIDENT'S REPORT (15 minutes) - Mr. Wilson  
A. Advocacy Bingo Report Out  
1. [Advocacy Bingo Template-2.A](#)
3. APPROVAL OF MINUTES OF PREVIOUS MEETING (5 minutes) - Mr. Wilson  
\*A. [Minutes of July Meeting-3.A](#)
4. TREASURER'S REPORTS (5 minutes) - Mr. Ramage  
\*A. [Financial Report for June-4.A](#)  
\*B. [Financial Report for July-4.B](#)
5. REPORT OF PAYMENT OF BILLS (5 minutes)  
\*A. Warrants for July-5.A - Mr. Goldberg  
\*B. Warrants for August-5.B - Ms. Ment
6. DIRECTOR'S REPORT -6 (15 minutes) - Ms. Aldrich  
A. [MHLS iii Workflow Analysis Report-6.A](#)
7. DIRECTORS ASSOCIATION LIAISON REPORT (5 minutes) - Ms. Harrison  
A. Minutes of the September Directors Association Meeting-7.A
8. PERSONNEL & PLANNING COMMITTEE REPORT (10 minutes)  
\*A. [Report of Personnel & Planning Committee-8.A](#) - Mr. Swierat

1. [2019 Action Plan Implementation Report-8.A.1](#)
- \*2. Revisions to Personnel Policies Handbook
  - a. [Employment Reference Checks-8.A.2a](#)
  - b. [Voting Time Off-8.A.2b](#)
  - c. [Harassment and Discrimination Policy-8.A.2c](#)
  
9. **FINANCE COMMITTEE REPORT** (10 minutes) - Mr. Ramage
  - A. [Report of Finance Committee Meeting-9.A](#)
    - \*1. [2019 Mid-Year Budget Adjustments-9.A.1](#)
  
10. **INCENTIVES COMMITTEE REPORT** (10 minutes) - Mr. Swierat
  - A. [Report of Incentives Committee Meeting-10.A](#)
    1. Recommendations for Construction Grant Awards
      - \*a. [MHLS Construction Grant Award Recommendation-10.A.1a](#)
      - \*b. [Member Library Construction Grant Award Recommendations-10.A.1b](#)
  
11. **UNFINISHED BUSINESS**
  
12. **NEW BUSINESS** (20 minutes)
  - \*A. [Proposed Meeting Dates for 2020-12.A](#) - Ms. Aldrich
  - B. Executive Session re: Executive Director's Performance Appraisal - Mr. Wilson
  
13. **ORIENTATION** (10 minutes)
  - A. Sustainable Library Certification for MHLS - Ms. Aldrich
  - B. Presentation of Green Business Partnership Certification - Ms. Glaser
  
14. **COMMUNICATION** (10 minutes)
  - A. Board (***comments submitted in writing will be recorded in Minutes***)
  - B. Staff
    1. [MHLS Staff Reports-14.B.1](#)
    2. [Correspondence Recognizing Staff-14.B.2](#)
  - C. Visitors
  
15. **ADJOURNMENT**  
***Upcoming Events/Meetings:***
  - *The Annual Membership Meeting is scheduled for Friday, October 25 @ 9:00 A.M. @ FDR Presidential Library and Home, Hyde Park, NY - Registration begins 8:30A.M.*
  - *Directors Association Business Meeting/MHLS Staff Appreciation Luncheon, Wednesday, November 6 - 10:00 A.M. @ MHLS Auditorium.*
  - *The next regular Board Meeting is scheduled for Saturday, December 7 @ 10:00 A.M. @ MHLS Auditorium (snow date, Saturday, December 14, 2019).*