

**Pound Ridge Library District Board Meeting**  
**May 10, 2016**

**Present:** Chad Ergun, Bob Fischer, Gerry Kaplan, Elisabeth Post-Marner, Erin Regan, Erin Trostle,

**Also Present:** Stephen Brussels, Accounting & Facilities Manager  
Library patron

Agenda adopted.

Minutes from April 19, 2016 meeting approved.

Fiscal Year Change

Board discusses change of fiscal year to comply with tax year, implications on elections and public input. Bob to follow up with lawyer regarding trustee election.

Accounting Manager's Report

Board President, Treasurer and Secretary sign signature cards granting Gerry Kaplan access to bank accounts as Board Treasurer.

Financial reports circulated in advance of meeting. Warrants and salaries approved. Stephen and Gerry review process of how bills are processed, coded and paid: Bills approved by either board president or library director (or interim), packing lists are signed by library personnel other than person who made the order, before bills are paid, Amazon bills and credit card bills will be coded and back up information on orders provided.

Financial reports accepted unanimously.

Facilities

Tree donated by neighbor to shield his property from library view has died. Tree will be removed, Mitch will inform the neighbor. Stephen will investigate cost to replace.

Further water tests show lead in library water (in pipes, because not evident when tested at well). Mitch has ordered bottled water for staff and patrons' use and will notify public and town officials about lead in water immediately. Signs will be posted at all faucets in library that water is not potable. Water fountain will be removed. Stephen will investigate cost to install reverse osmosis system and cost of replacing pipes. Stephen will arrange for water testing in the cottage.

Stephen met with APA regarding a/c in library. Solution for overheated foyer is opening one of the front doors.

RFP

Board unanimously approves awarding Gallin Beeler with RFP.

Hearing update

Next session May 26, no other sessions currently scheduled.

## FOIL

Board to discuss FOIL requests when Mitch is present at next meeting.

### Clarification of Resolution adopted by Board at June 3, 2015 meeting

RESOLVED, that as a "public entity" under Section 18 of the Public Officers Law, the Pound Ridge Library Director hereby agrees to confer the benefits of Public Officers Law Section 18 upon its employees and to be held liable for the costs incurred under its provisions; and it is further

RESOLVED, that these benefits are expressly intended to supplement any and all other existing statutory protections; and it is further

RESOLVED, that, pursuant to Public Officers Law Section 18, the Board hereby supplements and extends the existing right of Public Officers to be defended and indemnified in civil or administrative legal proceedings arising out of their public service and employment, to apply to situations where Board Trustees, officers, agents or employees are requested or called upon to testify as witnesses or to answer questions concerning their acts or omissions within the scope of their office, agency or employment before a grand jury, the Office of the District Attorney or other law enforcement official. Nothing herein contained will be construed to authorize or require defense or indemnification of a Board Trustee, officer, agent or employee who has been identified as a defendant in a pending criminal prosecution or where that individual, or the Library District, has reason to believe that the individual is a target in a criminal investigation or prosecution by the Office of the District Attorney or other law enforcement entity.

Board passes resolution unanimously.

### Executive Session

Resolved, that the Board move into executive session to discuss matters concerning the employment history of a particular person.

Library patron and Stephen Brussels depart.

### Misc. Business

Trustees will not march in Memorial Day parade.

Board will discuss annual meeting with Mitch at next meeting.

Erin Trostle will tell Foundation we have hired architect for RFP and we are renovating kitchen.

Board approves unanimous motion to have closet for chairs built for cost not to exceed \$3000.

Chad will share with Mitch the PR ambulance corps' plans for 50<sup>th</sup> anniversary exhibit at Library.

Adjourned.

### **Next Meetings:**

Regular Meeting Tuesday, May 24, 7:30