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 50th anniversary exhibit at Library.

Adjourned.

Next Meetings:
Regular Meeting Tuesday, May 24, 7:30