

***DRAFT MINUTES***  
**KINDERHOOK MEMORIAL LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**FEBRUARY 10, 2020**

**Present**

Dot Balko  
Ann Brickmayer  
Bruce Charbonneau  
Jeremy Darman  
AnnaLee Dragon, Director  
Jim Fleming  
Lee Jamison

Michael Leonard, Treasurer  
Bernadette Powis  
Kathryn Schneider, Secretary  
Gary Speilmann, President  
Jim Tuttle  
Karen Vecellio, Vice President  
Mark Wilson

**Excused**

George Mayer  
Marian Sole

**Guests**

None.

**Call to Order/Announcements:** Spielmann called the meeting to order at 7:00pm. He noted that he had received thank you notes from the board to board visit by the Starr Library that came to see our completed library improvements prior to embarking on their own capital improvement project.

Dragon drew attention to a minor budget revision that had to be made because of a clerical error. Balko made a motion to approve the changes. Fleming seconded it and it passed without dissent.

**Public Comments:**

**January Minutes:** Jamison made a motion to accept the minutes with the corrected spelling of her last in the Sunday coverage. It was seconded by Leonard, and passed unanimously.

**Friends of the Library:** The Friends did not meet in January but sent a note to remind us of their program on February 23<sup>rd</sup> when, as a part of their general membership meeting, Pat Schuler will present a program on her 35-day walk through the Pyrenees and other parts of Spain.

**Director's Report:** Dragon distributed the director's report for review and reminded the trustees of opportunities to advocate for the library online and as a part of NYLA Library Advocacy Day on February 25<sup>th</sup>. The library has been invited to talk about its services at the Elks' community baby shower. Dragon drew attention to a supportive editorial in the Columbia Paper and she thanked Birkmayer for her work setting up meatless Mondays with the Climate Smart task force. The deadline for the spring newsletter is February 28<sup>th</sup>. Dragon mentioned that the library has used capital campaign funds to purchase a magnifying computer for visually impaired patrons that will be delivered on February 21 and set up on a table outside the Quiet Reading room.

**Treasurer's Report:** Leonard distributed the Profit & Loss, financial reports, and 2019 Annual Report for the trustees to review. Fleming moved to approve the 2019 Annual Report. It was seconded by Tuttle and passed without dissent. He noted that money from the towns would come in by the middle of the month along with the \$200,000 SAM Grant that was originally secured for us by Senator Marchione.

**December Expenditures:** Balko reported on the December Capital Campaign check register (\$2,649.30), operations check register (\$15,546.83), and Mastercard bill (\$981.82). A motion to approve the December expenditures was made by Vecellio, seconded by Jamison, and passed without dissent.

**January Expenditures:** Vecellio reported on the January operations check register (\$15,225.66) and Mastercard bill (\$255.99). There was no activity in the Capital Campaign register this month. A motion to approve the January expenditures was made by Jamison, seconded by Tuttle, and passed without dissent.

**February Expenditures:** Powis volunteered to review the February expenditures for the March meeting.

**Nominations Committee:** Spielmann reminded the board that we will elect five trustees for three-year terms March annual meeting. Darman has elected to step down but Spielmann, Vecellio, Jamison, and Wilson have agreed to continue and Patricia Altman has agreed to come on the board.

**Building and Grounds Committee:** Darman noted that the committee is gathering insurance quotes.

**Finance Committee:** Leonard reported that the committee is trying to work out a financially acceptable procedure to spend surplus funds that might involve putting them into investments in a reserve account. They are consulting with our auditor on this matter and will report back when they receive a response.

Spielmann has consulted with trustees at the Valatie library about plans put a 414 on the ballot this fall. Although our library has traditionally gone to the voters every two years, we have adequate funds for a while and voters are confused by having two different library proposals on the ballot at the same time. For these reasons it would be better if Kinderhook and Valatie went to the voters in different years. In addition, 2020 being a presidential election year is likely to have a large turnout, which usually works against referenda. Valatie may need to do a 414 this year because they have significant infrastructure issues that need to be addressed.

**Operations Committee:** Charbonneau made a motion to approve the Closed-Circuit TV policy that Vecellio distributed at the January meeting. Powis seconded the motion and it was passed without dissent. Vecellio also distributed a draft of the new long-range plan for consideration. It includes programing to address many of the needs raised during the community conversations. The draft plan will be shared with the Friends of the Library who are developing their own long-

range plan. Vecellio encouraged the board to read the new plan and give the committee feedback.

**Fundraising Committee:**

**Audit Committee:**

**Old Business**

**New Business**

Brickmayer asked if we had any kind of a plan to address epidemics like the Corona virus currently ravaging China. While we have no plan in place, it was pointed out that the county Department of Health would be likely to provide direction in the event of such an outbreak.

**Sunday Coverage:**

**Feb. 16** Birckmayer

**Mar. 1** Wilson

**Mar. 15** Powis

**Feb 23** Fleming

**Mar. 8** Charbonneau

**Mar. 22** Spielmann

**Next meeting:** March 9, 2020

**Adjournment:** A motion to adjourn was made by Darman, seconded by Charbonneau, and passes without dissent. The meeting was adjourned at 8:00pm.