

**APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
JULY 11TH 2016**

Present

Dot Balko, Secretary

Bruce Charbonneau, Treasurer

Jeremy Darman

AnnaLee Giraldo, Director

Lee Jamison

Jane Jessup Mayer

Michael Leonard

George Mayer

Gary Spielmann, President

Karen Vecellio, Vice President

Excused

Bill Better, Matt Cabral, Elizabeth Phillips, Marian Sole, Jim Tuttle, Mark Wilson

Guests

Marie Orlando, Bonnie Shannon, Friends of the Library; Judy Van Allen

Call to Order: Members in attendance constituted a quorum. Spielmann called the meeting to order at 7:00pm.

Announcements: Spielmann thanked the trustees who were in attendance at the ground breaking ceremony, which occurred earlier in the afternoon.

June Minutes: Minutes were distributed in advance for review. A motion to accept the minutes was made by Vecellio, seconded by Leonard, and passed without dissent.

Friends of the Library: Orlando informed the Board that the Friends transfer \$3250 from the budget to the Library. The Friends will be making their budget for the upcoming year and will be electing new officials. The September book sale will occur at the McNary center once again. Jamison thanked the Friends and Trustees for an excellent Big Truck Day.

Director's Report: Circulation statistics were distributed in advance. Giraldo thanked the trustees for assisting with Big Truck Day, and Beth Puskas for her effort in planning it. She also discussed the Summer Reading Program kick-off party, upcoming music events, author talks, and other programs at the library.

Treasurer's report: Charbonneau reviewed the Profit and Loss report for the board. The Lloyd trust fund has been dissolved, and the finances reflect billing from the architect and grant funding received.

May Expenditures: Tabled to the September meeting.

June Expenditures: Balko volunteered to review June expenditures for the September meeting.

Building and Grounds Committee: Jessup Mayer reported that there is an issue with the air conditioner, and it needs to be serviced. A motion to have the unit serviced was made by

Mayer, seconded by Leonard, and passed without dissent. Jessup Mayer also reported that the committee has received complaints regarding the care of the lawn, and will be looking into improving the service or seeking another.

Finance Committee: Based on recommendations made by the library's financial adviser at Merrill Lynch, the finance committee recommended transferring funds from the Library's PIMCO Low Duration Fund to a PIMCO Income Fun. A motion to transfer the funds was made by Mayer, seconded by Jessup Mayer, and passed without dissent.

Operations Committee: Nothing to report.

Building Construction: Charbonneau reviewed the construction bidding process for the expansion. The committee received six bids in total, including a number of local contractors. The committee recommended using James Romanchuk & Sons.

Charbonneau also discussed an issue with old pipes in the Library's heating system, which will need to be taken care of separately from the rest of the expansion. The committee has hired Atlantic contracting and Specialties to take care of the piping project for \$2,500.

Fundraising Committee: Giraldo informed the board that the committee is applying for the CFA grant. Though the committee does not expect to receive any grant monies, they believe that an application this year will help when the Library applies in the future.

Old Business

Ground Breaking Ceremony: The ground breaking ceremony for the Reading Porch occurred earlier in the afternoon. Spielmann thanked the trustees for attending, and discussed the successes of the event.

414 Proposition: Spielmann collected petitions from the Board. He, Vecellio, and Jamison will review the petitions together and find the totals for Kinderhook and Stuyvesant.

Traffic Calming: Nothing to report.

New Business

Construction Contract: Spielmann thanked Charbonneau and the rest of the construction committee for their effort. A motion to approve James Romanchuk & Sons for the contract for the amount of \$161,344.80 was made by Charbonneau, seconded by Vecellio, and passed without dissent.

Sunday Coverage:

July 17th Leonard	July 24th Mayer	July 31st Balko	Aug 7th Charbonneau
Aug 14th Jamison	Aug 21st Vecellio	Aug 28th TBD	Sept 4th TBD
Sept 11th Spielmann	Sept 18th Mayer		

Next meeting: September 12th, 2016

Adjournment: A motion to adjourn was made by Darman, seconded by Leonard, and passed without dissent. The meeting was adjourned at 8:14pm.

