

DRAFT MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
JULY 10TH, 2017

Present

Dot Balko, Secretary
Bill Better
Matt Cabral
Bruce Charbonneau
Jeremy Darman
AnnaLee Giraldo, Director
Michael Leonard, Treasurer
Lee Jamison

Jane Jessup Mayer
George Mayer
Elizabeth Phillips
Gary Spielmann, President
Jim Tuttle
Karen Vecellio, Vice President
Mark Wilson

Excused

Marian Sole

Guests

Marie Orlando, Friends of the Library; Judy VanAllen

Call to Order: Members in attendance constituted a quorum. Spielmann called the board meeting to order at 7:02pm

Announcements: Giraldo discussed an additional program that she was unable to add to her report on medicinal marijuana.

June Minutes: A motion to approve the June minutes was made by Vecellio, seconded by Better, and passed without dissent.

Friends of the Library: Orlando discussed a decision of the friends to purchase a paver to support the library expansion. She informed the Board that the Friends will be discussing their budget for the upcoming year, as well as holding an election of officers.

Director's Report: Giraldo distributed quarterly circulation and attendance statistics, and reviewed them for the board. She discussed a number of programs, including Big Truck Day, the Summer Reading Program kickoff, and the first One World, Many Rhythms music program. She also discussed the new patron computers, which have been installed successfully; the new Kinderhook Walks program that is beginning and ending at the Library; and the county budget presentation occurring on July 25th in Hudson. She also informed the board of two upcoming trustee training workshops.

Treasurer's report: Leonard reviewed the monthly check register and P&L for the board.

May Expenditures: Deferred to the September meeting.

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

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

Building and Grounds Committee: Jessup Mayer informed the board that she hasn't yet received a contract from Heim Fuel Service for 1,800 gallons, but the committee was assured that the price would be held. Cleanup day is set for November 18th, and will focus on the front lawn because of the construction. She also informed the board that Hall's Construction cannot clean the crawlspace until the abatement occurs.

Finance Committee: Leonard distributed a document showing how much the campaign currently has and how much will be required for each phase of construction. Hal Connolly recommended liquidating the Library's endowment fund in order to cover the unpaid pledge amounts and unrealized grants. Spielmann said that it is within the board's ability to liquidate the fund.

A motion to approve the liquidation of the endowment fund with the proceeds going to the Capital Campaign was made by Leonard, seconded by Tuttle, and passed without dissent.

Operations Committee: Nothing to report.

Building Construction: Charbonneau discussed the upcoming expenses for the construction of the building, and informed the board that the architects have sent a contract out to Romanchuk to review.

Technology Update: Giraldo informed the board that she has spoken with the library technology consultant Carson Block, and has a conference call with him in the coming week.

Fundraising Committee: Nothing to report.

Stephen Lang Fundraising Event: Phillips discussed the first meeting of the committee to develop the event. They've decided on a ticket price of \$35 for the performance and \$75 for access to the after-performance event. There will be a discount for veterans.

Old Business

Personnel Policy: Vecellio reviewed the updated personnel policy, which had been distributed to trustees previously for review. A motion to approve the policy was made by Leonard, seconded by Jessup Mayer, and passed without dissent.

New Business

Naming the New Lobby: Spielmann discussed the Hudson River Bank and Trust's interest in using the lobby as a naming opportunity. A motion to approve was made by Better, seconded by Tuttle, and passed without dissent. Spielmann discussed returning to early large donors and presenting them with the opportunity to choose a naming opportunity in the new library.

Sunday Coverage:

July 16th Vecellio

August 6th Wilson

Aug. 27 Balko

July 23rd Mayer

August 13th Cabral

Sept 3 Vecellio

July 30th Jessup Mayer

Aug. 20th Wilson

Sept. 10 Darman

Next meeting: September 11th, 2017

Adjournment: A motion to adjourn was made by Darman, seconded by Vecellio, and passed without dissent. The meeting was adjourned at 7:49pm.