

DRAFT MINUTES
**KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 12TH 2017**

Present

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

Jane Jessup Mayer
George Mayer
Elizabeth Phillips
Marian Sole
Gary Spielmann, President
Karen Vecellio
Mark Wilson

Excused

Bill Better, Jim Tuttle

Guests

Marie Orlando, Bonnie Shannon: Friends of the Library; Judy VanAllen

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

Announcements: Nothing to report.

May Minutes: A motion to approve the May minutes with typographical corrections was made by Spielmann, seconded by Leonard, and passed without dissent.

Friends of the Library: Orlando reported that the Friends of the Library book sale has made the organization around \$4,000 before expenses. She mentioned that the Friends will have a table set up at Big Truck Day selling pavers for the library as a fundraiser. Spielmann thanked the Friends for all of their effort.

Director's Report: Giraldo distributed a flyer for a Trustee's Essentials workshop in September that she encourages board members to attend. She told the board that technology consultant Carson Block had visited and is working on a report for the library to consider. She thanked the Friends and trustees who helped with the Teen Murder Mystery Dinner Theater, and informed the board of a successful meeting with the Village planning board regarding the expansion. She also discussed the summer newsletter, various outreach initiatives, asked for volunteers to help with Big Truck Day on June 17th, and reviewed the upcoming Summer Reading Program events.

Treasurer's report: Leonard reviewed the pledges that have been received against how much has been received so far for the capital campaign.

April Expenditures: Charbonneau reported on and approved the April check register (\$25,823.82) and the Visa bill (\$529.16).

May Expenditures: Sole volunteered to review the May expenditures for the July meeting.

Building and Grounds Committee: Jessup Mayer informed the board that the crawlspace beneath the library will need to be cleaned out for the architects and contractor. Giraldo suggested replacing only the front fence and front corners, and doing away with the side and back fences, since they have to be taken down anyway for construction to proceed, and they are rotting anyway. Wilson volunteered to find different types of material for a new fence. Jessup Mayer also informed the board that there are three types of bricks on display on the porch for trustees to review for the addition.

Finance Committee: Noting to report.

Operations Committee: Vecellio distributed a revised draft of the Library's personnel policy. She highlighted a number of changes, and asked that trustees review the new policy to approve it for the July meeting.

Building Construction: Charbonneau reported that the committee received a letter from the architect stating that they could determine no reason that the Library should not sign a contract with Romanchuk and Sons. He also reviewed the report sent by the architects, discussing the various price points for furnishings, flooring, and more. The committee recommended proceeding with the contract.

The board also discussed adding a generator to the plans for the expansion. Jessup Mayer stated that she believes that a generator would be necessary for a new building, and Giraldo pointed out that a generator could be added at a later date as a change order, and a decision does not need to be reached at this time.

Spielmann thanked those trustees responsible for working with the architects on developing the accepted plan. A motion to accept the recommendation of the Construction committee was made by Charbonneau, seconded by Cabral, and passed without dissent.

Technology Update: Nothing to report.

Fundraising Committee: Sole distributed brochures for engraved pavers that should be passed out to as many community members as possible. She reviewed the procedure for purchasing a paver. Spielmann discussed the upcoming fundraiser with Stephen Lang, for which the fundraising committee will have a meeting next week. The board discussed the dedication of the children's room by Barry Herbold to his late wife Jacqueline Carter. A motion to name the new children's room after Jacqueline Carter was made by Sole, seconded by Jamison, and passed without dissent.

Old Business

New Business

Sunday Coverage:

June 18th Charbonneau

June 25th Wilson

July 2nd Spielmann

July 9th Phillips

July 16th Vecellio
August 6th Wilson

July 23rd Mayer
August 13th Cabral

July 30th Jessup Mayer

Next meeting: July 10th, 2017

Adjournment: A motion to adjourn was made by Darman, seconded by Leonard, and passed without dissent. The meeting was adjourned at 7:48pm.