

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES ANNUAL MEETING
JUNE 10TH, 2018

Present

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

Michael Leonard, Treasurer
George Mayer
Bernadette Powis
Marian Sole
Gary Spielmann, President
Karen Vecellio, Vice President
Mark Wilson

Excused

Jim Tuttle

Guests

Judy Van Allen, bookkeeper; Marie Orlando, Friends of the Library

Call to Order/Announcements: Spielmann called the meeting to order at 7:00pm. He thanked all of the trustees who helped this weekend at the book sale and the Drag Queen Story Hour, which occurred on Saturday, June 8th. Wilson informed the board that MHLS hosted a board meeting at the library, which went very well, and he and Dragon discussed the new delivery service used by MHLS. Wilson also discussed new initiatives that MHLS is looking into for year-round advocacy.

Public Comments:

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

Friends of the Library: Orlando informed the board that the Friends' book sale made about \$5,000, and thanked the trustees who assisted at the sale. The Friends will have a table of children's books for sale at Big Truck Day on Saturday, June 15th.

Director's Report: Dragon distributed the director's report in advance for review. She informed the board that children's librarian Beth Puskas has continued her outreach at the primary school and attended the Kindergarten Transition conference, to which she was invited due to a previous partnership with WIC outreach sites.

She also informed the board that she attended NYLA's School Librarian section conference and the statewide launch of the Summer Reading Program; the summer newsletter is going out on Wednesday, June 12th; Big Truck Day is occurring on Saturday, June 15th and she is looking for trustee

volunteers. She also distributed to trustees a number of thank you letters from community members and organizations.

Treasurer's report: Leonard distributed the Profit & Loss report in advance for review. Leonard discussed the successful fundraising efforts, and Dragon informed the board that the library has received the first half of Columbia County funding, which is not yet reflected in the P&L. She and Leonard will look into the oversight.

Darman questioned whether the number of fines received by the Library will decrease significantly due to the new automatic renewal system. Dragon informed the board that while the number will go down, fines are an insignificant percentage of the library's budget, and pointed out that this will ease the transition for the library to go "fine free" in the future.

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

May Expenditures: Mayer volunteered to review the May expenditures for the July meeting

June Expenditures: Sole volunteered to review the June expenditures.

Nominations Committee: Wilson reviewed the search for a Stuyvesant resident to fill the open board seat. The committee received inquiries from four individuals, two of whom came for interviews. He distributed letters from both candidates and spoke to the board about their credentials.

The committee recommended Kathryn Schneider for the available seat. Wilson invited Schneider to attend the July board meeting, at which point the board will make their final decision.

Building and Grounds Committee: Darman informed the board that the committee is adding to the Library's current insurance coverage to cover the cost of new equipment and furniture in the addition for the remainder of the year. In 2020, the committee will put the full package out to bid. The committee decided not to add umbrella coverage this year, but will look into it for 2020.

Operations Committee: Vecellio informed the board that the committee is workshopping a number of different policies currently, including the disaster policy and opioid policy. The committee also discussed possibly implementing a new approach to long-range planning, wherein members of the community will be invited in to participate in discussions with trustees.

Finance Committee: Nothing to report.

Building Construction: Charbonneau informed the board that the patio grouting has been completed, the heating and cooling have been balanced, and border shrubs have been moved to their proper positions. The electricians are scheduled to come fix the lighting on June 24th. Charbonneau also informed the board that the new fence is being constructed off-site, and will be brought to the Library upon its completion.

Technology Update: Dragon reported that the library has ordered a microphone system for the meeting room, and is looking into finding a portable microphone system with the assistance of Birckmayer.

Landscaping Update: Dragon informed the board that Harry Birckmayer is continuing the work on the landscaping in phases, which are moving along.

Fundraising Committee: Sole discussed the current fundraising initiative, which will be distributed to the community in the coming weeks. The infographic will highlight the Library and include an envelope for donations. Dragon reported that the program sponsorship has brought some new donations to the Library from local businesses.

Audit Committee: Nothing to report.

Old Business

New Business

Public Comments

Sunday Coverage:

June 16: Fleming	June 23: Birckmayer	June 30: Balko
July 7: Darman		
July 14: Powis	July 21: Mayer	July 28: Sole

Next meeting: July 8, 2019

Adjournment: A motion to adjourn was made by Fleming, seconded by Birckmayer, and passed without dissent. The meeting adjourned at 8:07pm.