

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 13TH, 2016

Present

Dot Balko, Secretary

Matt Cabral

Bruce Charbonneau, Treasurer

Jeremy Darman

AnnaLee Giraldo, Director

Lee Jamison

Jane Jessup Mayer

Michael Leonard

George Mayer

Elizabeth Phillips

Gary Spielmann, President

Marian Sole

Jim Tuttle

Karen Vecellio, Vice President

Mark Wilson

Excused

Bill Better

Guests

Marie Orlando, Friends of the Library; Matt Blumenfeld, FDA; Hal Connolly, Meryl Lynch

Call to Order: Members in attendance constituted a quorum. Spielmann called the meeting to order at 7:04pm.

Announcements: The board observed a moment of silence to honor the victims of the shooting in Orlando, Florida. Spielmann introduced Hal Connolly, the Library's investment adviser, who reviewed the Library's overall finances and accounts for the board. Connolly took questions from the trustees.

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

Friends of the Library: Orlando informed the board that the Friends have completed their annual Spring book sale, and thanked the trustees who volunteered at the event. The Friends will continue to focus on increasing the success of the Folk Art Project. Jamison discussed an upcoming historical program, which will occur in Stuyvesant on August 13th, and asked for the library to contribute to the event.

Director's Report: Circulation statistics were distributed in advance. Giraldo pointed out that circulation was slightly down since the previous year, though door counts and eBook loans have increased. She informed the board that she is working with others in the Columbia County Library Association to review and upgrade the association's bylaws. She also discussed the summer newsletter, Big Truck Day, various webinars for trustees and staff, and the WIC grant program being managed by Beth Puskas in collaboration with the Valatie Library.

Treasurer's report: Nothing to report.

April Expenditures: Darman reported on the check register (\$11,327.17) and the Visa bill (\$291.29). He noted that Tuttle will reimburse the Library \$751.60 for the fundraising event.

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

Building and Grounds Committee: Jessup Mayer announced that the committee has received an appraisal for the HVS Limericks book. The committee discussed moving the memorial bench on the lawn to another area of the Library's lawn and giving the plants on the side of the building to whomever would like them in preparation for construction.

Finance Committee: Charbonneau informed the board that the committee has decided to move the \$150,000 excess into three separate CD accounts, as a preventative measure to avoid penalties in a case where the Library needed to make a withdrawal. The finance committee will also be reviewing the Library's investment policy.

Operations Committee: Vecellio sought a motion to approve the updated Conflict of Interest Policy. A motion to accept the policy was made by Jessup Mayer, seconded by Balko, and passed without dissent.

Building Construction: The committee met and reviewed documentation for the project. The committee recommended four local vendors, to whom the RFP has been sent. Nine vendors in total have been invited to submit a proposal. The committee will have a bid recommendation prepared for the July board meeting.

Fundraising: Blumenfeld of Financial Development Agency informed the board of the current status of the capital campaign and discussed the campaign's future. He discussed a recent fundraising party, and informed the board that the addition of the Reading Room will go a long way in building support for the campaign. The anticipated date for the groundbreaking ceremony is July 11th. Sole thanked Tuttle for arranging the fundraising party

Old Business

Lloyd Trust: Cabral is expecting funds from the trust to be wired in soon.

414 Proposition: Spielmann is hoping to have the signatures for the 414 ready by the July meeting. He recommended asking for signatures at upcoming library events.

New Business

Traffic Calming Committee: Nothing to report. The next committee meeting will be June 16th.

Groundbreaking Ceremony: The ceremony is scheduled for July, and Spielmann asked that trustees attend if they are able and invite community members.

Sunday Coverage:

June 19th Wilson	June 26th Sole	July 3rd TBD
July 10th Darman	July 17th Leonard	July 24th Mayer

Next meeting: July 11th, 2016

Adjournment: A motion to adjourn was made by Leonard, seconded by Darman, and passed without dissent. Meeting adjourned at 8:26pm.