

DRAFT MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
MARCH 13TH 2017

Present

Dot Balko, Secretary
Bill Better
Bruce Charbonneau, Treasurer
Jeremy Darman
AnnaLee Giraldo, Director
Michael Leonard
Lee Jamison
Jane Jessup Mayer

George Mayer
Elizabeth Phillips
Marian Sole
Gary Spielmann, President
Jim Tuttle
Karen Vecellio, Vice President
Mark Wilson

Excused

Matt Cabral

Guests

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

Call to Order: Members in attendance constituted a quorum. Spielmann called the annual board meeting to order at 7:05pm.

Announcements: Spielmann informed the board that Advocacy Day had been a big success, and mentioned that there is an initiative in Albany to put together a report on how impactful libraries are in their community.

February 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 of their upcoming programs and events. She also discussed a meeting between the Friends and Matt Blumenfeld (FDA) to discuss the Friends' role in future fundraising efforts. She informed the Board that the spring book sale will take place on the weekend of June 9th.

Director's Report: Circulation statistics were distributed in advance for review. Giraldo informed the board that circulation statistics will be distributed quarterly in the future. She addressed additional statistics presented in her report, showing both attendance and program numbers, computer use, and wireless sessions. She also informed the board of a number of grants received by the Library, upcoming newsletter information, the yard cleanup day in April, and the upcoming Big Truck Day at the Stuyvesant Town Hall.

Tuttle made a motion to approve the annual report prepared by Giraldo, seconded by Wilson, and passed without dissent.

Treasurer's report: Leonard informed the board that the Library has received a number of large donations benefiting the Capital Campaign. He also discussed the Profit and Loss report.

January Expenditures: Wilson reviewed and approved the Library's Check Register (\$13,561.54) and Visa bill (\$320.33).

February Expenditures: Balko volunteered to review the February Expenditures for the April meeting.

Nominations Committee: Wilson reported that all trustees whose terms had ended (Darman, Jamison, Spielmann, Vecellio, and Wilson) have volunteered to remain on the board.

A motion to approve the ballot for each candidate was made by Balko, seconded by Charbonneau, and passed without dissent. Spielmann thanked all of the trustees for their dedication to the Board and the Library.

Building and Grounds Committee: Jessup Mayer reported that she will be contacting volunteers to assist with the cleanup day, and that she will be contacting Jim Romanchuk regarding a piece of the roof that had become dislodged.

Finance Committee: Leonard discussed transferring funds to Bank of Greene County, and the ways in which he will be maintaining the Library's various accounts.

Operations Committee: Vecellio informed the board that they will need to complete a director's evaluation for Giraldo.

Building Construction: Charbonneau addressed a concern that the smaller meeting room would not be large enough to accommodate the furniture, and informed the board that he will be reviewing the floorplan with the architects. The board discussed the types of furniture and flooring that could be used, and Giraldo mentioned that she has been discussing the issue with the architects so that they can answer questions at a future meeting.

Fundraising Committee: Sole informed the board that the committee will be presenting a list of Naming Opportunities to early donors to ensure that they have the same naming opportunities. She is also working with Rich Kraham to create a publicity plan for the campaign.

Spielmann mentioned that he has been meeting with Matt Blumenfeld to discuss how to present the fundraising information to the public, showing how much we need to raise, and how much we have already.

Leonard told the board that he had been in contact with the Library's endowment fund broker regarding whether the broker would consider handling donations of appreciated securities to the capital campaign. The broker agreed that he would be able to do so. A motion was made by Leonard to approve an arrangement with the broker to handle any donations of appreciated securities, seconded by Tuttle, and passed without dissent.

Spielmann discussed a possible fundraising event featuring local actor Stephen Lang.

Old Business

A Decade of Growth: Spielmann distributed a document analyzing the growth of the Library over the past 11 years.

New Business

Collection of Annual Dues: Trustees paid their \$5 annual dues.

Sunday Coverage:

Mar. 19th Phillips **Mar. 26th** Jamison **April 2nd** Vecellio **April 9th** Jessup Mayer
April 16th Closed **April 23rd** Sole

Next meeting: April 10th, 2017

Adjournment: A motion to adjourn was made by Charbonneau, seconded by Darman, and passed without dissent. Meeting adjourned 8:02pm