

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
MAY 9TH, 2016

Present

Dot Balko, Secretary

Bill Better

Matt Cabral

Bruce Charbonneau, Treasurer

Jeremy Darman

AnnaLee Giraldo, Director

Lee Jamison

Jane Jessup Mayer

George Mayer

Elizabeth Phillips

Gary Spielmann, President

Jim Tuttle

Karen Vecellio, Vice President

Mark Wilson

Excused

Michael Leonard, Marian Sole

Guests

Marie Orlando, Friends of the Library; Judy Van Allen

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

Announcements: Spielmann informed the board of numerous trustee training available throughout the month, and a new historic site in Kinderhook with connections to the Friends of the Library's Folk Art Project.

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

Friends of the Library: Orlando thanked those who attended the opening for the Friends' Folk Art Project, and informed the board that they will feature the prints on sale at the Feed and Seed Bookstore. She also informed the board that the book store is now open for the season, of the upcoming Fan Fascination program, and of the upcoming Spring book sale, which will be hosted at the McNary Center. She thanked those who are volunteering for the book sale, and requested additional volunteers.

Director's Report: Circulation statistics were distributed in advance. She discussed the Library's successful Food for Fines program, which involved collecting food to have fines waived. She is working with the librarian from Chatham on rewriting bylaws for the Columbia County Libraries. She thanked Jessup Mayer, Darman, and other volunteers for the Cleanup Day; and discussed the upcoming newsletter, Big Truck Day, and upcoming profession development opportunities.

Treasurer's report: Nothing to report.

March Expenditures: Giraldo reported that Sole reviewed and approved the March check register (\$18,970.35) and Visa bill (\$602.52).

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

Building and Grounds Committee: Jessup Mayer reported that the dogwood tree on the side of the library has been successfully moved until the construction is finished. Wilson reported that the insurance RFPs have gone out, but they have not yet gathered enough information to vote on the companies. The committee will gather more data and send information to trustees via email, and the vote will be done electronically.

Finance Committee: Nothing to report. Spielmann recommended scheduling a meeting with the Library's financial adviser.

Operations Committee: Vecellio sought a motion to approve the updated whistleblower policy. A motion to accept the policy was made by Tuttle, seconded by Cabral, and passed without dissent. Vecellio distributed and reviewed an updated Conflict of Interest Policy. The board discussed the policy, and will vote on its approval at the June meeting.

Building Construction: Charbonneau discussed the electrical project, which is nearing completion. The library is still waiting on National Grid to finish the project. The committee presented to the Village Planning Board, and received approval to proceed with the expansion. Charbonneau and the board discussed the process of seeking RFPs from various contractors, focusing on whether to have an open or closed call for bids.

Fundraising: Tuttle discussed the upcoming fundraising party at the Merwin Lake Farmhouse and asked for trustees to assist and attend.

Old Business

Lloyd Trust: Cabral informed the board that the trust has been dissolved, but raised the question of how the money should be received and used by the Library. A motion was made to have the finance committee review options for adding the funds to the Library by Tuttle, seconded by Jessup Mayer, and passed without dissent.

414 Proposition: Spielmann checked on the board's progress regarding signatures required for the 414 vote, and recommended strategies for gathering additional signatures.

New Business

Naming Opportunities: Spielmann asked the board for opinions regarding the cost of naming opportunities, specifically whether the Library should offer lower-priced opportunities. The board agreed that offering low cost opportunities was unnecessary at this stage of the campaign.

Sunday Coverage:

May 15 Spielmann	May 22 Leonard	May 29
June 5 Jamison	June 12 Jessup Mayer	June 19 Wilson

Next meeting: June 13th, 2016

Adjournment: A motion to adjourn was made by Darman, seconded by Balko, and passed without dissent. Meeting was adjourned at 8:10 pm.