

DRAFT MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
MAY 14TH, 2018

Present

Matt Cabral

Bruce Charbonneau

Jeremy Darman

AnnaLee Giraldo, Director

Lee Jamison

Jane Jessup Mayer

Michael Leonard, Treasurer

George Mayer

Bernadette Powis

Marian Sole

Gary Spielmann, President

Jim Tuttle

Karen Vecellio, Vice President

Mark Wilson

Excused

Dot Balko, Secretary; Bill Better

Guests

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

Call to Order: Members in attendance constituted a quorum. Spielmann called the meeting to order at 7:15pm.

Announcements: Spielmann thanked Charbonneau and Giraldo for leading the trustees on a tour through the new building. Giraldo discussed an issue regarding internet filters affecting another Columbia County library. She informed the board that our Library will need to use an internet filter to qualify for federal e-Rate funding; however, parameters will be set to ensure the least degree of filtering possible to ensure a positive patron experience. Giraldo wanted to clarify that the filtering was not in response to the controversy.

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

Friends of the Library: Orlando announced that the Friends have a general membership meeting on May 19th preceding their event "Songs of Soldiers and Sailors". She also informed the board that the Friends are seeking volunteers to help with their book sale on the weekend of June 8th. Jamison let the board know that the Friends had a successful presence at the Rhubarb Festival in Stuyvesant, where they were selling cookbooks.

Director's Report: Giraldo distributed her report in advance for review. She informed the board that she has attended a workshop at Mid-Hudson on offering positive patron experiences at the library, as well as an LGBTQ workshop about inclusivity in the collection and the community. She also discussed a meeting between the three librarians with the principal of the Ichabod Crane Primary School in order to develop stronger connections with the district; Beth Puskas attended the Hudson Children's Book Festival; Giraldo has initiated a new program to retain cardholders with expiring cards; and the addition of 5 new museum passes. She also informed the board that Big Truck Day is coming up, and the Library needs volunteers.

Treasurer's report: Leonard distributed the P&L and other financial documents for the board. He explained some changes to the capital campaign income sheet for the board. A motion to approve the treasurer's report was made by Tuttle, seconded by Vecellio, and passed without dissent.

March Expenditures: Sole approved the March capital campaign check register (\$66,679.93), operations check register (\$12,152.36), and Visa bill (\$248.57).

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

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

Building and Grounds Committee: The committee recommends continuing with Heim Fuel Service. Jessup Mayer will call fence installers to explore options and pricing updating the fence. Giraldo will discuss materials samples with the architect. She also reminded the board of the yard cleanup on Saturday, May 19 from 9-11am.

Operations Committee: Vecellio reminded the board of the proposed changes presented at the April board meeting and distributed an updated sheet listing the bylaws to trustees. After a brief discussion, a motion to approve the changes was made by Powis, seconded by Jessup Mayer, and passed without dissent.

Vecellio informed the board that the committee met to discuss a revision of two more policies, which will be presented at the June board meeting.

Finance Committee: Nothing to report.

Building Construction: Charbonneau updated informed the board that as the framing of the building progresses, the next phase will involve plumbing and electrical work.

Technology Update: Giraldo distributed the technology plan put together by Carson Block in advance. She informed the board that the plan will run under budget. She informed the board that she has been contacted by Spectrum about the installation of the fiber network, which is planned to begin in June. She also discussed the plan to make wireless internet access available throughout the community, which will be a separate project to be implemented at a later date.

A discussion followed regarding the CCTV cameras that will be placed throughout the library; Giraldo let the board know that no decisions have been made regarding recordings and locations, but that this will be an upcoming discussion with the construction committee.

Fundraising Committee: Sole informed the board that the committee has sent letters to local businesses regarding pavers. Orlando and the Friends of the Library will also become involved in finding donors in the community. Sole and Tuttle showed the board the updated banner to be displayed outside of the library saying "Thank you" to the community.

Old Business

414 Proposition: Spielmann informed the board that the Library current has 266 signatures for the 414. He asked that trustees in Kinderhook each get 20 signatures to make up the remaining signatures before the June board meeting.

New Business

Sunday Coverage:

May 20th Mayer	May 27th Balko	June 3rd Powis	June 10th Vecellio
June 17th Wilson	June 24th Sole		

Next meeting: June 11th, 2018

Adjournment: A motion to adjourn was made by Charbonneau, seconded by Jamison, and passed without dissent. The Meeting was adjourned at 8:14pm.