

*APPROVED MINUTES*  
**KINDERHOOK MEMORIAL LIBRARY**  
**BOARD OF TRUSTEES ANNUAL MEETING**  
**MAY 13<sup>TH</sup>, 2019**

**Present**

Dot Balko, Secretary

Bruce Charbonneau

Jeremy Darman

AnnaLee Dragon, Director

Lee Jamison

Michael Leonard, Treasurer

George Mayer

Bernadette Powis

Gary Spielmann, President

Jim Tuttle

Karen Vecellio, Vice President

**Excused**

Marian Sole

Mark Wilson

**Guests**

Marie Orlando, Friends of the Library; Abby Behrens, Resident; Ann Birckmayer, Trustee Candidate; Jim Fleming, Trustee Candidate

**Call to Order/Announcements:** Spielmann called the meeting to order at 7:00 p.m.

**Public Comments:** Behrens distributed and read her letter, questioning the planned Drag Queen Storytime on June 8, 2019. She added her verbal explanation, asking for comments from the trustees. Dragon began by emphasizing the need for the library to serve our entire population. She included the anti-bullying and acceptance aspect of the nationwide storytime. Darman, Mayer, Jamison, and Spielmann added comments. Vecellio will send a written response to Mrs. Behrens from the Board.

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

**Friends of the Library:** Orlando reported that the Friends donated funds to the "Battle of the Books", for purchasing new buzzers. She also spoke about the upcoming Book Sale, scheduled for June 7 (Preview Night), June 8, and June 9. Volunteers are needed to run the three days of the sale.

**Director's Report:** Dragon distributed the director's report in advance for review. Highlights included the National Library Week "Food for fines" drive, KML's hosting the MHLS Trustee Training on May 4 and the MHLS May Board Meeting. Dragon also mentioned the upcoming flamenco guitarist's concert (June 2) and the expanded Museum Pass Program (now including 32 museums).

**Treasurer's report:** The P&L Report shows that expenditures are generally in line with the budget, reflecting about a third of budget totals. Leonard noted that total construction costs in the Expenditure Report includes estimates rather than actual costs for some additional projects

approved by the construction committee. Currently there appear to be sufficient funds in the Capital Campaign account to fund all remaining Capital Campaign projects.

**March Expenditures:** Balko reviewed and approved the March operations check register (\$14,325.48) and the Capital Campaign check register (\$6,006.70).

**April Expenditures:** Darman reviewed and approved the April operations check register (\$11,601.82), the Capital Campaign check register (\$12,029.88), and the Visa bill (\$1,116.67).

**May Expenditures:** Mayer volunteered to review the May expenditures for the June meeting.

**Nominations Committee:** Spielmann moved to have the board approve the Ann Birckmayer and Jim Fleming nominations for Trustee positions. Mayer seconded, and the nominations passed without dissent. Nominations for the Stuyvesant trustee opening will close on May 22, 2019; interviews will be held after that date; the committee's recommendation to full board at June 10 meeting; and final vote by the Board at the July 8 meeting. Trustees are asked to give at least 30 days' notice (even if at end of his/her term) so that we always have a full complement of Trustees.

**Building and Grounds Committee:** The committee met with Mike Van Allen from MetzWood; Dragon will update for him the contents of the building, and he will provide the cost for increased coverage, which should add only minimal cost. He will also provide an estimate for cost of an umbrella plan.

**Operations Committee:** Vecellio reported that the MHLS Advanced Trustee Training on May 4 went very well. The workshop covered the process and tips for conducting "Community Conversations." KML plans on having two during the summer, and two-three during the fall. Vecellio emphasized that the focus of these conversations is on the community, not on the library. We will contact elected officials ahead of time, before the conversations are held, to give them a heads-up. Vecellio is also looking for more suggestions of names to include in the conversations.

**Finance Committee:** The finance committee has been reviewing investment policies of other libraries provided by Rebekkah Smith-Aldrich of MHLS and will continue working on a draft policy for KML. Committee members are currently satisfied with the low-risk money market accounts established for Operations and the new Reserve Fund. The committee recommended that the fall library director's evaluation as approved by the board in April be completed by the October board meeting so that any compensation awarded could be reflected in the proposed 2020 budget, which will be prepared in October for presentation to the board in November. Leonard asked that the Operations Committee consider this recommendation in addressing the evaluation process.

**Building Construction:** Charbonneau reported that the fireplace inserts have been installed and are working well; service will be needed every 1-2 years, depending on use. Spielmann made a motion to dispose of the andirons and offered to help; Tuttle seconded, motion passed without dissent. Other issues involve: the new 1,000 gal. tank for propane; the new sidewalk

(now wide enough for garbage cans to fit); fence is half removed; patio may need to be releveled, because of the amount of rain water splashing down on it from the roof. Gutters may need to be installed.

**Technology Update:** Dragon is investigating purchases of a microphone and adaptive equipment.

**Fundraising Committee:** Tuttle reported that the committee is meeting or exceeding its budget needs. Planning is continuing for “Dine Around” in the fall.

**Audit Committee:** Nothing to report.

### **Old Business**

### **New Business**

### **Public Comments**

### **Sunday Coverage:**

<b>May 19</b> Mayer	<b>May 26</b> Spielmann	<b>June 2</b> Jamison	<b>June 9</b> Vecellio
<b>June 16</b> Fleming	<b>June 23</b> Birckmayer		

**Next meeting:** June 10<sup>th</sup>, 2019

**Adjournment:** A motion to adjourn was made by Vecellio, seconded by Charbonneau, and passed without dissent. Meeting adjourned at 8:20 p.m.

Respectfully submitted,  
Dot Balko, Secretary