

**APPROVED MINUTES  
KINDERHOOK MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING  
NOVEMBER 14<sup>TH</sup> 2016**

**Present**

Bill Better  
Bruce Charbonneau, Treasurer  
Jeremy Darman  
AnnaLee Giraldo, Director  
Michael Leonard  
Lee Jamison

Jane Jessup Mayer  
George Mayer  
Marian Sole  
Gary Spielmann, President  
Jim Tuttle  
Karen Vecellio, Vice President

**Excused**

Dot Balko, Matt Cabral, Elizabeth Phillips, Mark Wilson

**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:** None.

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

**Friends of the Library:** Orlando informed the board that the Friends have made their donation to the Capital Campaign, and also informed the board that the Friends' book store at the Feed & Seed has been closed. The Friends will continue selling books online. Orlando also informed the board that the Friends will be providing refreshments for Candlelight Night and at the ribbon cutting ceremony on December 10<sup>th</sup>. She also discussed upcoming programs and events.

**Director's Report:** Circulation statistics were distributed in advance for review. Giraldo informed the board that the Library has received \$5,000 in bullet aid from the state. Giraldo also mentioned that the three staff librarians attended the NYLA conference during the first week of November. She also discussed upcoming programs and the newsletter, Candlelight Night, the draft budget, and the 414 resolution.

**Treasurer's report:** Charbonneau informed the board that the library is currently under audit; the audit will be discussed further at the December meeting. Charbonneau also discussed the moving \$100,000 between the Library's accounts to cover the cost of the reading room construction.

**September Expenditures:** Sole reviewed and approved the September check register (\$42, 584.57).

**October Expenditures:** Darman volunteered to review the October expenditures for the December meeting.

**Building and Grounds Committee:** Jessup Mayer discussed plans for committee members and Hall Construction to remove debris from the back yard.

**Finance Committee:** Charbonneau reported that the finance committee worked with Giraldo on the draft budget. Giraldo reviewed the draft budget for the board, explaining the changes and clarifying any questions. A motion to approve the budget was made by Charbonneau, seconded by Tuttle, and passed without dissent.

**Operations Committee:** Nothing to report.

**Building Construction:** Charbonneau informed the board that the construction end date is still on target, and will be ready for the ribbon cutting on December 10<sup>th</sup>. The committee discussed how to further proceed on the building construction once the Reading Room is completed. The committee suggested arranging to have technical drawings developed in the next year.

**Fundraising Committee:** Sole informed the board that the next event for the Capital Campaign will be the ribbon cutting ceremony on December 10<sup>th</sup>. Current and potential donors have been invited, as well as other community members. The committee also discussed sending out an end-of-year appeal. Giraldo discussed a proposal that she has developed with FDA, which has been sent out to a potential donor. The proposal involves funding for the Library's technology in the future.

### **Old Business**

414 Proposition Results: Spielmann distributed information regarding the success of the Library's 414 proposition and analyzed the districts that most strongly supported the initiative. The Library will be receiving a \$12,729 increase. Spielmann wrote thank you letters to the Columbia Paper and the Register Star for including articles about the 414 leading up to the vote.

### **New Business**

Naming the Reading Porch: A motion to name the Reading Room in honor of Ben & Faily Tuttle was made by Jessup Mayer, seconded by Sole, and passed without dissent.

### **Sunday Coverage:**

**Nov. 20<sup>th</sup>** Jessup Mayer

**Nov. 27<sup>th</sup>** Vecellio

**Dec. 4<sup>th</sup>** Darman

**Dec. 11<sup>th</sup>** Jamison

**Dec. 18<sup>th</sup>** Charbonneau

**Next meeting:** December 12<sup>th</sup>, 2016

**Adjournment:** A motion to adjourn was made by Vecellio, seconded by Charbonneau, and passed without dissent. The meeting was adjourned at 7:45pm.