

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 11TH, 2019

Present

Dot Balko, Secretary

Ann Birckmayer

Bruce Charbonneau

AnnaLee Dragon, Director

Lee Jamison

Michael Leonard, Treasurer

George Mayer

Bernadette Powis

Kathryn Schneider

Marian Sole

Gary Spielmann, President

Jim Tuttle

Karen Vecellio, Vice President

Excused

Jeremy Darman, Jim Fleming, Mark Wilson

Guests

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

Call to Order/Announcements: Spielmann called the meeting to order at 7:00pm.

Public Comments:

October Minutes: A motion to accept the minutes was made by Vecellio, seconded by Tuttle, and passed without dissent.

Friends of the Library: Orlando announced that four Friends members will be attending the annual NYLA conference for continuing education, and after that the Friends have been focusing on helping with Candlelight Night.

Director's Report: Dragon distributed the director's report in advance. Dragon informed the board that the Ichabod Crane District kindergarten visits are completed for the year, and the Library made 88 new library cards for children. She also discussed successful programs and the annual Mid-Hudson Library System meeting in October, at which the Library received two awards. She also discussed the Karen Hummel art show and sale; the upcoming NYLA conference; the newsletter deadline for the first quarter of 2020; the Lynn Strunk Tea Party fundraiser on November 24th; the success of the Knotts' Art Sale fundraiser, for which she thanked Anne Shoemaker for the generous donations; and the upcoming Gary Spielmann Day event on December 14th, which will feature local author Lisa LaMonica discussing her new book about Kinderhook.

Treasurer's report: Leonard distributed the Profit & Loss and financial reports in advance for trustees to review. He informed the board that Jim Romanchuk's final invoice should be arriving before the end of the month.

September Expenditures: Dragon presented the Capital Campaign check register (\$7,613.40), operations check register (\$6,061.07), and operations credit card bill (\$490.86), approved by Wilson. A motion to accept the report was made by Vecellio, seconded by Tuttle, and passed without dissent.

November Expenditures: Jamison volunteered to review the November expenditures.

Building and Grounds Committee: Balko informed the board that the yard cleanup has been planned for the 16th of November.

Operations Committee: Vecellio reported that the committee met to discuss the meeting room usage policy, and that they will work on formulating a draft of the policy. A motion to approve the disaster relief policy was made by Leonard, seconded by Sole, and passed without dissent.

Finance Committee: Nothing to report.

Building Construction: Charbonneau reported that the downspouts and drainage on the building has been fixed, and that there are a few projects still being worked on.

Romanchuk requested permission to use images of the Library on his website and promotional materials. A motion to allow this was made by Charbonneau, seconded by Leonard, and passed without dissent. Spielmann thanked Charbonneau for the work that he has put into the Building Committee throughout the expansion

Technology Update: Nothing to report.

Fundraising Committee: Sole reported that the Knotts' fundraiser raised roughly \$1,800, far beyond what the committee had anticipated.

She also informed the board that there is roughly \$109,000 in outstanding pledges for the capital campaign, and the committee will send out reminder letters in the near future. She also informed the board that the committee is working on exporting the fundraising data from eTapestry into a more manageable system.

Audit Committee: Mayer informed the board that he, Van Allen, Dragon will be meeting with Anthony Scalzo to look at finances and begin the audit.

Old Business

Meeting Room Usage Policy: Tabled to the December meeting.

New Business

2020 Budget: The board went into executive session to discuss the budget. Upon return to regular order, the board voted to approve the 2020 budget, which includes a \$3,000 increase in salary for the Library director, for a total of \$364,055. A motion to approve the budget was made by Mayer, seconded by Vecellio, and passed without dissent.

Public Comments

Sunday Coverage:

Nov 17 Powis

Nov 24 Wilson

Dec. 1 Balo

Dec. 8 Lee

Dec. 15 Sole

Dec. 22 Powis

Next meeting: December 9, 2019

Adjournment: A motion to adjourn was made by Sole, seconded by Balko, and passed without dissent. The meeting was adjourned at 8:04pm.