

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 10TH 2016

Present

Dot Balko, Secretary
Bill Better
Matt Cabral
Bruce Charbonneau, Treasurer
AnnaLee Giraldo, Director
Michael Leonard
Jane Jessup Mayer

Elizabeth Phillips
Marian Sole
Gary Spielmann, President
Jim Tuttle
Karen Vecellio, Vice President
Mark Wilson

Excused

Jeremy Darman, Lee Jamison, George Mayer

Guests

Bernadette Powis, 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: Giraldo informed the board of another library in New York State that requires financial assistance to cover legal fees concerning a challenge to the law governing the 414 process. The Kinderhook Library has been a major beneficiary of the law since its enactment in 1995. NYLA has requested that libraries throughout the state donate funds to assist with the fees. A motion to donate \$250 to the library was made by Better, seconded by Sole, and passed without dissent.

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

Friends of the Library: Powis reported on the successes of the Friends of the Library's book sale. She also informed the board that Friends of the Library's week will occur the week of October 15th, and that they will have a display set up for the week. There will also be a reception on October 19th, at which the Friends will make a donation to the Capital Campaign.

Director's Report: Circulation statistics were distributed in advance for review. She reported on the Library's Middle School Battle of the Books competition in which the library competed, and a display of photographs taken by Spielmann commemorating the 100th anniversary of the National Park System. She also discussed upcoming programs and events, professional development opportunities, and the draft budget, which she will have for the board to review at the November meeting.

Treasurer's report: Nothing to report.

May Expenditures: Phillips reviewed and approved the May check register (\$9,250.21) and Visa bill (\$879.50).

July Expenditures: Darman reviewed and approved the July check register (\$36,835.91) and Visa bill (\$1,566.67).

August Expenditures: Wilson approved the August check register (\$60,956.58) and two Visa bills (\$1,489.67 and \$2,231.24).

September Expenditures: Sole volunteered to review the September expenditures for the November meeting

Building and Grounds Committee: Jessup Mayer reported that the B&G committee received a \$625 quote from Hall's Construction to manage the Library's lawn care and gutters. A motion to accept the quote was made by Jessup Mayer, seconded by Leonard, and passed without dissent.

Jessup Mayer also discussed a vinyl chair with a tear; the committee recommended replacing the two matching chairs with two new ones. A motion to empower the B&G committee to make the purchase of the chairs was made by Sole, seconded by Jessup Mayer and passed without dissent.

Finance Committee: Charbonneau addressed a concern raised by Tuttle regarding the funding on hand from the Capital Campaign contrasting with the payments due this year. He informed the board that there is currently enough to cover expenses, and he will look into moving funds between accounts as necessary.

Operations Committee: Vecellio discussed minor updates to the Law Enforcement Inquiries policy. A motion to approve the updated policy was made by Vecellio, seconded by Wilson, and passed without dissent. Vecellio also discussed updates to the Internet and Computer Use policy to include wording regarding web filtering. A motion to approve the updated policy was made by Vecellio, seconded by Tuttle, and passed without dissent.

Building Construction: Charbonneau reported that the heating system is being installed in the new room and the windows have been removed from the current building. The roof is completed, and the ceiling is being worked on currently.

Fundraising Committee: Sole reported that the committee will meet monthly at the library. A ribbon cutting ceremony for the new room is being planned for December 10th. Anyone who has donated will be invited to the event. She also discussed a potential donor who is interested in helping the library become a technological hub in the community. The committee is currently working with this donor on developing a plan for technological advancements in the library. Spielmann reported that he will be contacting a number of local banks to discuss campaign donations.

Old Business

414 Proposition: Spielmann informed the board that the signs promoting the 414 are available to be signed out and displayed around town.

Sunday Coverage:

Oct 16th Cabral

Oct 23rd Wilson

Oct. 30th Balko

Nov. 6th Leonard

Nov. 13th Wilson

Nov. 20th Jessup Mayer

Nov. 27th Vecellio

Next meeting: November 14th, 2016

Adjournment: A motion to adjourn was made by Jessup Mayer, seconded by Sole, and passed without dissent. The meeting was adjourned at 8:09pm.