

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 11TH, 2020

Present

Dot Balko
Ann Birckmayer
Bruce Charbonneau, Treasurer
AnnaLee Dragon, Director
Jim Fleming
Michael Leonard
George Mayer

Bernadette Powis
Kathryn Schneider, Secretary
Marian Sole
Gary Spielmann, President
Jim Tuttle
Karen Vecellio, Vice President

Excused

Patricia Altman, Lee Jamison, Mark Wilson

Guests

Judy Van Allen; Marie Orlando, Friends of the Library

Call to Order/Announcements: Spielmann called the meeting to order at 7:00pm. Schneider took role. Spielmann thanked Dragon for helping the Columbia County Library Association obtain the Ellsworth Kelly grant, which will fund a county-wide museum pass program. Sole thanked the Friends for their prior contribution to the Library's museum pass program, which served as an example for the county-wide plan.

Spielmann called for a vote to reflect the change in day for the board meetings. A motion to approve the date change to the 2nd Wednesday of each month, excepting August, was made by Powis, seconded by Tuttle, and passed without dissent.

Public Comments:

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

Friends of the Library: Orlando informed the board that the centerpiece fundraiser has gone very well, and they are planning to make more of a push for memberships going forward. Spielmann acknowledged the change in Friends officers, and he thanked all of the departing members for their years of service to the Friends.

Director's Report: Dragon informed the board that the Hannaford in Valatie is making a donation to the library as part of their grand reopening, and does not yet know the amount. She informed the board that she is planning to increase Library hours in January; however, she is apprehensive due to the increasing cases of Covid-19 throughout the state.

Treasurer's report: Nothing to report.

September Expenditures: Powis reported on and approved the September check register (\$11,537.97) and Mastercard (\$969.44).

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

Building and Grounds Committee: The committee has scheduled a fall cleanup for Saturday, Nov. 14th. Dragon reported that the boiler had its annual inspection, and that Carol Corrigan had taken over for organizing the watering volunteers for the yard and gardens.

Finance Committee: Charbonneau presented the draft 2021 budget, which comes in at \$373,855. The committee is hoping to draw approximately \$26,600 from the reserve fund to cover expenses.

The draft budget was distributed in advance. Charbonneau reviewed the budget, which presents a “worst-case scenario” and presumes that the Library may receive delayed or fewer funds from the town and county. A motion to approve the budget will be made at the December meeting.

Operations Committee: Vecellio reviewed policies that had been distributed to trustees in advance for review.

A motion to remove references to late fines in the Organization Card Policy was made by Charbonneau, seconded by Fleming, and passed without dissent.

A motion to eliminate the Patron Rights and Responsibilities Policy and merge it with the Patron Code of Conduct was made by Tuttle, seconded by Fleming, and passed without dissent.

Vecellio pointed out that the Library’s bylaws specifically mention the annual meeting on the second Monday of March, and changes must be made a year in advance. She proposed either holding the meeting on the Monday, or adding an amendment to the bylaws stating that the meeting will be in March with no specific day given.

Fundraising Committee: Sole informed the board of what the Lynn Strunk Memorial Fundraiser would look like and what the take-home kits would include. She also discussed the mailing of an annual appeal which focuses on the Library’s activities during the pandemic. The plan is to mail the appeal in early December, with the focus being on attracting around 300 previous donors.

Old Business

New Business

Public Comments

Sunday Coverage: TBD

Next meeting: December 9, 2020

Adjournment: A motion to adjourn was made by Vecellio, seconded by Balko, and passed without dissent. Meeting adjourned at 7:33pm.