

APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
MAY 12TH, 2021

Present

Patricia Altman
Ann Birckmayer
AnnaLee Dragon, Director
Jim Fleming
Lee Jamison
M. Carol Leber
Michael Leonard
Brad Lohrenz

Marisa Rothstein
Kathryn Schneider, Secretary
Marian Sole
Gary Spielmann, President
Jim Tuttle, Treasurer
Karen Vecellio, Vice President
Mark Wilson

Excused

Lee Jamison, Bernadette Powis

Guests

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

Public Comments:

April Minutes: A motion to approve the April minutes was made by Schneider, seconded by Leber, and passed without dissent.

Friends of the Library: Orlando sent a report to Spielmann ahead of the meeting. She reported that the Friends had their first book sale at the Kinderhook Farmer's Market, and raised over \$300 in under two hours. She also reported that the Friends are working on bylaw revisions, as well as a new logo and other branding initiatives.

Director's Report: Dragon sent trustees information on professional development ahead of the meeting. She also discussed attending informational sessions regarding opening under Covid guidelines and recommendations, and informed the board that the Library will be unlocking the front door on May 25th, which is when all of the staff will have been vaccinated.

Treasurer's report: Tuttle reviewed a breakdown of the Library's budget for the board, including percentages of the incoming funds. He also reported that the board is ahead on their fundraising budget, and that the transition to SVT bookkeeping has gone very smoothly.

March Expenditures: Powis reviewed and approved the March check register (\$14,499.59) and Mastercard bill (\$705.39) ahead of the meeting.

April Expenditures: Wilson volunteered to review the April expenditures for the June meeting.

Building and Grounds Committee: Altman reported that the committee has decided to move forward on the facilities maintenance plan. She thanked Carol Corrigan for her hard work leading a group of volunteers in watering and weeding the Library's lawn and gardens. The committee has also been looking into how to hold events to honor the memorial trees planted around the property.

Leonard informed the board that the Library has surpassed the prepaid propane usage by about 800 gallons. Leonard spoke with the Library's propane company, First Fuel, and they proposed a new contract for the Library going forward to cover the current propane usage amount. The committee discussed the proposed rate of \$158.8/gallon for 3,900 gallons, and believes it to be reasonable.

On the committee's recommendation, Leonard proposed having the board waive the requirement for seeking three written bids for propane delivery for the 2021-22 season and approve the prepaid proposal submitted by First Fuel for \$6,194. He pointed out that according to the Library's bylaws, the requirement for three written bids may be overwritten if the board chooses to rehire a current vendor. After a brief discussion of the updated budget and questions of a possible surplus, the motion was seconded by Leber and passed without dissent.

Finance Committee: Tuttle thanked Rothstein for creating an investment plan for the Library, which the committee will be finishing to present to the board. Tuttle discussed the necessity of shifting the budget line from paying Judy Van Allen, the former bookkeeper, to paying SVT Bookkeeping for their services.

Operations Committee: Vecellio presented the Phased Reopening Plan to the board, which was drafted by Dragon with the Mid-Hudson Library System. A motion to suspend the rule requiring a second reading of a proposed policy change, allowing the change to be passed at the current meeting, was made by Tuttle, seconded by Altman, and passed without dissent.

A motion to adopt the Phased Reopening Plan as presented immediately was made by Schneider, seconded by Rothstein, and passed without dissent.

Fundraising Committee: Nothing to report.

Old Business

New Business

414 Resolutions: Spielmann discussed his meeting with the Columbia County Board of Elections to be sure that the 414 submissions would meet the Board's standards.

A motion to seek voter approval for the 414 proposition for the Town of Kinderhook was put forward, and Schneider took roll. The motion carried with a vote of 13 ayes, 0 nays, and 2 not voting.

A motion to seek voter approval for the 414 proposition for the Town of Stuyvesant was put forward, and Schneider took roll. The motion carried with a vote of 13 ayes, 0 nays, and 2 not voting.

Rationale for 414: Dragon and Spielmann reviewed the rationale in going for a 414 this year, including the increased cost of eMaterials and updating outdated technology in the Library.

Timetable, Do's and Don'ts for Petitioning: Spielmann reviewed the process for having petitions signed for the trustees.

Petition Distribution: Spielmann informed the board that the petitions will be available for trustees to pick up at the Library beginning on May 13th.

Public Comments

The Good of the Order:

Trustee Assignments:

Sunday Coverage: TBD

Next meeting: June 9, 2021

Adjournment: A motion to adjourn was made by Tuttle, seconded by Sole, and passed without dissent. The meeting was adjourned at 8:10pm.