

DRAFT MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 13TH, 2021

Present

Patricia Altman
Ann Birckmayer
AnnaLee Dragon, Director
Jim Fleming
Lee Jamison
Michael Leonard

Brad Lohrenz
Bernadette Powis
Marisa Rothstein
Kathryn Schneider, Secretary
Gary Spielmann, President
Jim Tuttle, Treasurer
Karen Vecellio, Vice President

Excused

M. Carol Leber, Marian Sole, Mark Wilson

Guests

Marie Orlando, Friends of the Library; Renee Shur

Call to Order/Announcements: Spielmann called the meeting to order at 7:00pm. Spielmann announced that the Mid-Hudson Library System will host a trustee handbook seminar to be held on the 19th of October, led by Rebekkah Smith-Aldrich.

Public Comments:

Renee Shur, Economic Development Specialist for the Village of Kinderhook, asked if the Library would be interested in cosponsoring two projects that the Village is hoping to undertake: repairing and renovating the bandstand on the village green, and renovating VanBuren Hall above the Village Hall. She is requesting that the Library would be a fiscal sponsor for a foundation that would only donate to a 501c3. Shur fielded questions from the trustees and thanked them for their consideration. The board will discuss more at future meetings.

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

Friends of the Library: Orlando reported that the Friends Fall Book sale was a success, and they are already planning their National Friends of the Library Week event from October 17th through the 23rd, which will include a raffle, snacks, and a craft sale. Spielmann pointed out that the Friends are taking a big role in promoting the 414 vote that will be on the ballot in November.

Director's Report: Dragon had distributed her collective Friday emails to trustees in advance. She informed the board that she had a conversation with Parry Teasdale, editor of the Columbia Paper, about the Columbia County libraries and the upcoming 414 vote.

Treasurer's report: Tuttle distributed the treasurer's report in advance for review. A motion to accept the report was made by Vecellio, seconded by Powis, and passed without dissent.

July Expenditures: Sole reviewed and approved the July check register (\$14,738.24) and Mastercard bill (\$2,145.30).

August Expenditures: Powis reviewed and approved the August check register (\$10,437.70) and Mastercard bill (\$2,268.70).

September Expenditures: Lohrenz volunteered to review the September expenditures for the November meeting.

Building and Grounds Committee: Altman reported that the Building & Grounds Committee met to discuss updating the Facilities Plan to incorporate newer systems and technology. A motion to accept the new Facilities Plan was made by Vecellio, seconded by Powis and passed without dissent.

Finance Committee: Tuttle informed the board that the committee discussed the 2022 budget as well as management of the investment funds. The committee is assuming the 414 vote will pass when it comes to forming a draft budget. The committee is also assuming that the Library will do a financial review of 2020, that the Director's salary will remain unchanged, and that county funding will return to the rate it was in 2019. The committee is also awaiting reports from other committees on anticipated projects and expenses they have for 2022.

Tuttle reported that the committee is also discussing the issue of how much risk the board is willing to take when it comes to investment funds.

Operations Committee: Vecellio discussed the upcoming Community Conversations discussion which will be happening at Volunteer Park in Valatie on October 17th. The committee is looking to revisit topics previously discussed at earlier Community Conversations to see what may have changed since the Covid-19 pandemic.

The committee has invited Rebekkah Smith-Aldrich, director of the Mid-Hudson Library System, to present at the Library on Thursday, October 28th at 5pm to discuss best trustee practices, bylaws, and other relevant topics.

Fundraising Committee: Dragon, reporting for Sole, informed the board that the annual appeal is being worked on with the goal of mailing it out in early December. She also informed the board that Aimee Strunk-Reinohl is going to host another virtual tea party fundraiser for the Library in November.

Old Business

Vaccination Requirement: Vecellio is gathering information on the legalities of requiring staff to be vaccinated for Covid-19. She is planning to present the information before the board at the November meeting.

Policy Revisions: Vecellio redistributed policy updates which had been previously distributed at the September meeting. See the attached document for a summary of the policy changes.

A motion to approve the recommended changes for the Americans with Disabilities Act Compliance policy was made by Jamison, seconded by Rothstein, and passed without dissent.

A motion to approve the recommended changes to the bylaws was made by Powis, seconded by Leonard, and passed without dissent.

New Business

GOTV: Dragon discussed the various ways the 414 proposition is being promoted throughout the towns of Kinderhook and Stuyvesant.

Sustainable Library Certification Program: Dragon discussed the Sustainable Libraries Initiative, which is a program aiming to move libraries towards sustainable practices. The Library can join the Certification Program, which only a small number of libraries have completed so far. The trustees discussed the program and the benefits and drawbacks of enrolling, and tabled a decision until Dragon could provide more information about the amount of staff time library staff typically devote to such a program.

Director Evaluation: The board went into executive session to discuss the director's evaluation.

Public Comments: None

Trustee Assignments:

Sunday Coverage: TBD

Next meeting: November 10th, 2021

Adjournment: A motion to adjourn was made by Vecellio, seconded by Jamison, and passed without dissent. The meeting adjourned at 7:55pm.