

**APPROVED MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 9TH, 2021**

Present

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

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

Excused

Gary Spielmann, Mark Wilson

Guests

Marie Orlando, Vivian Wachsberger, Friends of the Library

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

Public Comments: None

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

Friends of the Library: Orlando reported that the book sale is coming up on September 18th and 19th, with a preview party taking place on Friday the 17th. She introduced Vivian Wachsberger, another Friend of the Library, who has been taking an active role in the Friends.

Director's Report: Dragon referred to the weekly emails that she distributed to trustees in advance. Vecellio thanked Dragon for continuing to send the emails and keeping the trustees up to date.

Treasurer's report: Trustees were sent the Treasurer's report in advance for review. Tuttle asked the trustees if anyone had questions to address. A motion to accept the Treasurer's report was made by Leber, seconded by Fleming, and passed without dissent.

June Expenditures: Jamison reviewed and approved the June check register (\$19,763.20) and Mastercard (\$296.58).

July Expenditures: Sole volunteered to review the July expenditures for the October meeting.

August Expenditures: Powis volunteered to review the August expenditures for the October meeting.

Building and Grounds Committee: Altman reported that the committee has been drafting a new facilities plan, which has not been updated since the building expansion. The plan will list various technologies and parts of the building, the maintenance requirements, contractors, and plans for future improvement projects. Dragon pointed out that listing future projects is necessary if the Library plans to apply for future construction grants. The board will review the policy and vote on approving it at the October meeting.

Altman also reported that the fireplaces have been cleaned, and that the Library's new patio furniture has been assembled.

Finance Committee: Tuttle informed the board that the committee had recently met, and that minutes will be distributed to trustees in the near future. The committee is requesting that other committees report to them regarding anticipated upcoming projects and expenses. This will assist the finance committee and Director in forming a draft 2022 budget. Tuttle requested that the committees have these expenditures available within the next 30-45 days.

Tuttle reported that the committee has been discussing the Library's investment strategy, and discovered that there was little consensus in how the Library should be holding and investing its funds. The committee will continue this discussion and look into outside investment advice if need be.

A question was raised about whether taxpayer's funds should be invested; Tuttle pointed out that the funds raised by taxes are spent every year as part of the Library's generally operating expenses, and the committee is looking more at investing and holding donations, grants, and other funds outside of the taxpayer's funds.

Operations Committee: Vecellio distributed policy notes to trustees. The committee reviewed a number of policies at their last meeting, and is recommending updates to the Americans with Disabilities Act Compliance policy to include newer technologies available at the Library.

The committee is also looking to review and renew the board's bylaws. Dragon and Vecellio are hoping to have Rebekkah Smith-Aldrich, director of the Mid-Hudson Library System, meet with the board to go over specific bylaws and help improve their clarity and intent. Of particular note is a bylaw that includes conflicting statements regarding who is permitted to vote for new trustees.

Vecellio informed the board that she will mail the director's review to trustees to fill out before the November meeting. She also reported that the committee discussed revisiting the Community Conversations program, which was last held in 2019. The committee will hold a follow up conversation to determine if the community's concerns have changed. A survey will also be accessible on the Library's website.

Fundraising Committee: Sole informed the board that the annual appeal will be going out to a targeted group of individuals who have donated in the past. The committee is hoping to have those sent out in early December.

Old Business

New Business

Requiring employee vaccinations: Vecellio brought up the question of requiring library employees to be vaccinated against the Covid-19 virus. Currently, all staff are vaccinated;

however, Dragon believed that it would be a prudent discussion for if the Library were to hire someone else. Trustees discussed the pros and cons of including such a policy, as well as what other library boards are, or are not, requiring.

Public Comments: None

Trustee Assignments:

Sunday Coverage: TBD

Next meeting: October 13th, 2021

Adjournment: A motion to adjourn was made by Powis, seconded by Leonard, and passed without dissent. Meeting was adjourned at 8:02pm.