

DRAFT MINUTES
**KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
DECEMBER 8TH, 2021**

Present

AnnaLee Dragon, Director
Jim Fleming
Lee Jamison
Carol Leber
Michael Leonard
Bernadette Powis
Marisa Rothstein

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

Excused

Patricia Altman
Ann Birckmayer
Brad Lohrenz

Guests

Marie Orlando, Friends of the Library

Call to Order/Announcements: Spielmann called the meeting to order at 7:02pm. This being the last meeting in 2021, he thanked the board members for their service and attendance during the year.

November Minutes: Sole made a motion to approve minutes of the November board meeting with a minor correction. It was seconded by Fleming and passed without dissent.

Friends of the Library: Orlando reported that the Friends have developed a long-range plan and a committee is developing a fundraising plan around it. They were chosen by Hannaford to receive a donation in January and notified that another one will be coming in May of 2022. Dragon and Spielmann thanked them for their help with Candlelight Night.

Director's Report: Dragon distributed her Friday emails in advance of the meeting. She thanked Aimee Strunk and Marian Sole for their work on the Third Annual Lynn M Strunk Memorial Tea Party, which was a big success. Nearly 400 people visited the library on Candlelight Night to view Spielmann's photo exhibit and drink cider, which was all gone within an hour. She thanked the Friends of the Library for putting out the luminaries and decorating the front door. Eighteen people from the community donated cookies that were repackaged into 24 mixed containers and donated to the Valatie Food Pantry for free distribution to needy families.

Treasurer's report: Tuttle distributed the treasurer's report in advance of the meeting. Tuttle made a motion to approve the report, which was seconded by Fleming and passed without dissent.

October Expenditures: Powis reviewed and approved the check register (\$17,744.27) and Mastercard bill (\$325.88).

November Expenditures: Sole volunteered to review the November expenditures for the January meeting.

Building and Grounds Committee: The bluestone walkway has been completed and the bike rack will be installed soon.

Finance Committee: Tuttle distributed the Finance Committee meeting minutes in advance of the board meeting. They heard presentations from a Bank/Trust financial manager and two financial advisors about portfolio management and fee structures. The committee will meet again to decide how to proceed before the next board meeting. Tuttle thanked Rothstein for arranging these interviews.

Because inflation has become a significant issue and to retain our talented staff, the committee endorsed the director's proposal to increase the salaries of each of the full-time librarians by \$1,900 in 2022. The motion was made by Tuttle, seconded by Sole, and carried without dissent. Dragon also recommended giving them each a one-time bonus of \$1,900 payable in December of 2021. The motion was made by Sole, seconded by Wilson and passed without dissent.

In view of these salary increases, the committee endorsed a trustee's offer to match board members' contributions up to \$5,000 to the annual appeal between December 1, 2021 and January 31, 2022.

Operations Committee: Vecellio reminded trustees that Rebecca Smith-Aldrich will attend our January meeting to speak to us about library best practices in advance of our pending Bylaws revision. This meeting will begin at 5:30pm.

The committee is revising the library's Long-Range Plan to incorporate input on new initiatives from recent community conversations.

The board voted on minor revisions to four policies distributed at last month's meeting. A motion to approve changes to the policy on Volunteers was made by Tuttle, seconded by Jamison, and passed without dissent. A motion to approve revisions to the policy on Unattended Vulnerable Adults was made by Powis, seconded by Fleming and passed without dissent. Powis made a motion to approve changes to the policy on the Local History Collection, which was seconded by Leber and passed without dissent. Powis moved to accept changes to the policy on Internet and Equipment Use, which was seconded by Leonard and passed without dissent.

Fundraising Committee: Sole reported that the year-end appeal to individuals had been mailed and that an appeal to selected businesses is also planned. The trustees were encouraged to earmark new donations for 2022, because the fundraising goal for the 2021 budget has been met, and because the new salary expenses will come due in 2022.

Old Business: Acceptance of the 2022 budget distributed in advance of the meeting was moved by Sole and seconded by Powis. It passed without dissent.

New Business: The Mid-Hudson Library System's Direct Access Plan, which had previously been endorsed by the Mid-Hudson Library Board of Trustees and the MHLS Directors Association was discussed. The New York State Division of Library Development now requires approval of the plan by a majority of boards within the system. Tuttle moved approval, Powis seconded the motion, and it passed without dissent.

Wilson announced that officers will need to be elected next month and that he will be sending our emails inquiring if incumbents and other trustees are willing to serve.

Public Comments: None

Trustee Assignments:

Sunday Coverage: TBD

Next meeting: January 12, 2022

Adjournment: At 7:46 pm Powis moved that the meeting be adjourned. The motion was seconded by Rothstein and passed without dissent.