Draft Minutes
KML - Board of Trustees Meeting
December 20, 2022

Present:
Patricia Altman, Vice President
Ann Birckmayer
Kevin Gilrain
Lee Jamison
M. Carol Leber
Brad Lohrenz
Bernadette Powis
Kathryn Schneider, Secretary
Christina Scott
Gary Spielmann, President
Marian Sole, Treasurer
Jim Tuttle
Mark Wilson
Matthew Pavloff, Director

Absent:
Marisa Rothstein, Karen Vecellio

Guests:
Louise Marks, Friends of the Library
Wendy Spielmann

Call to Order/Announcements: Spielmann called the meeting to order at 7:00pm. In honor of Gary’s last meeting as President, Altman presented Spielmann with a cake to celebrate. Pavloff presented three books that were purchased for the Library in honor of Gary’s tenure on the board.

Public Comments:

November Minutes: A motion to approve the November minutes was made by Tuttle, seconded Powis, and unanimously approved.

Friends of the Library: Marks spoke of the success of the book sales from the back shelves, as well as the CLYNK fundraiser. The Friends group gave out over 100 hospitality bags during Candlelight Night. The friends had help from the teens setting up the luminaries. The new membership cycle begins in January. The Friends created a bookmark, located at the front desk, to highlight benefits to joining the Friends of the Library. Committees will be looking at focusing energy on helping the library with programs and engaging members. Louise will work with Matt to review the Friends’ Reserve Fund to see how it can be used to contribute to the Library.

Director’s Report: Pavloff began discussing the success of Candlelight Night - over 480 people visited the library that evening. The Garden Club sold centerpieces and a percentage of sales was donated back to the Friends. The Annual Appeal was mailed out and we have already raised $10,000 which has surpassed last year’s $8,000 raised. Pavloff thanked Gilrain for the letter design, and Spielmann, Lohrenz, and Scott for assisting with preparing the mailing.
Pavloff was appointed treasurer of the CCLA for a two-year term. Emily is doing a great job working with the teens and finding volunteer opportunities for ICC students.

**Treasurer's Report:** Sole stated that the final pledge of $30,000 for the Capital Campaign was completed and the donor was personally thanked. This pledge will allow the library to get through March without withdrawing from the reserve account. The August check register was signed off by Powis; the September check register was signed off by Tuttle; and the October expenditures were signed off by Powis. Wilson will review the November expenditures.

**Buildings & Grounds Committee:** The committee met to discuss the area around the current flagpole. They spoke with Harry Birckmayer, the Library’s horticulturist, about creating a small garden with a native tree and memorial bench. The heating of the library continues to be a concern. The committee has come to the conclusion that the library cannot be heated with propane alone. Alternatives were discussed but not feasible. Our propane company will be able to service the old boiler and supply the library with 175 gallons of oil. The staff will conserve as much as they can throughout the winter months. The sundial is being repaired.

**Finance Committee:** The Committee will meet in January.

**Operations Committee:** The Committee will meet to review the materials selection and collection policy language to correspond with Sustainability Policy. Altman attended a webinar by the ALA regarding book bans. The ALA legal team headed the webinar to discuss the need for libraries to have an airtight materials selection policy.

**Fundraising Committee:** Lohrenz thanked Kevin for a great appeal letter. The art tour plans are coming along, and the event now has 20 confirmed artists participating. Scott and Anne Shaefer are working on a website, which will go live in January. Scott and Rothstein are working on finding a corporate sponsorship. The price of the tickets will be $30 per person and children under 12 will be free. The committee is still working out the details for a VIP reception with wine and hors d'oeuvres to meet the artists. The committee will be working with the Friends to look for volunteers, and will need 2 volunteers for each studio as docents.

**Sustainability Committee:** Wilson reported that the library has completed 40% of their tasks for the SLI certification. Matt met with his mentor with the program to review the Library’s policy. Tuttle compiled a data analysis to calculate a return on investment. It was suggested we focus on outreach to our service area that engage in the Library less frequently. Jamison addressed the newsletter and how it is important to the Stuyvesant community, especially with the lack of strong internet service. A discussion evolved into needing to figure out how to make the newsletter more efficient.

A motion to approve the sustainability policy was made by Powis, seconded by Sole and unanimously approved.

**Nominating Committee:** Wilson presented the following slate of candidates for 2023: Patricia Altman, President; Brad Lohrenz, Vice President; Marian Sole, Treasurer; and Christina Scott,
Secretary. A motion to approve the slate of officers was made by Spielmann, seconded by Jamison, and unanimously approved.

A call for nominations to fill five seats is set to go public. Three seats from Kinderhook and two seats from Stuyvesant will need to be filled. All seats from Kinderhook are for a three-year term; 1 seat from Stuyvesant is for a three-year term, and the last seat from Stuyvesant is to complete the term vacated by Leber. The committee will accept statements of interest from possible candidates until January 15th; the committee will review and interview candidates to present at the February meeting. The slate will be up for vote in March.

Old Business:

New Business:

The Good of the Order: Spielmann reflected on his 14 years serving on the Board of Trustees, and discussed how pleased he is to see the way the Library has grown in his time on the Board.

Adjournment: Motion to adjourn meeting was made by Jamison, seconded by Lohrenz and unanimously approved. The meeting adjourned at 8:34pm.