Present
Patricia Altman
Kevin Gilrain
Lee Jamison
M. Carol Leber
Bernadette Powis
Marisa Rothstein

Brad Lohrenz
Kathryn Schneider, Secretary
Marian Sole
Gary Spielmann, President
Jim Tuttle, Treasurer
Karen Vecellio, Vice President

Excused
Ann Birckmayer, Christina Scott, Mark Wilson

Guests
Sharon Rae, Friends of the Library

Call to Order/Announcements:
Though Scott was unable to attend, she requested that she be allowed to record meetings to better help complete the minutes, which the board agreed to allow. Pavloff shared upcoming trustee training opportunities, and reminded trustees that each are required to complete two hours per year. Altman reminded the board that Tuttle would be matching annual appeal donations received in January up to $10,000.

Public Comments:

December Minutes: One change was noted in the December minutes—the Operations committee did meet to discuss policy updates. A motion to accept the minutes as amended was made by Powis, seconded by Spielmann, and passed without dissent.

Friends of the Library: Sharon Rae Jensen attended the meeting in place of Louise Marks. Jensen reported that the Friends currently have over 250 members and that they are hoping to begin accepting donations of used books again in late February. The Friends have approved a donation of $1,400 to the Library to sponsor Kanopy, a streaming service for library patrons. Jensen also reported that the Friends are brainstorming new program sponsorship opportunities, and are preparing to try online book sales to supplement their in-person sales.

Director's Report: Pavloff thanked their Friends for their contributions and outlined how Kanopy will begin rolling out. He discussed the upcoming Advocacy Day at the capitol building in Albany, which will occur on February 28th and provides an opportunity for library advocates to meet with their elected officials in person. This will be the first in-person Advocacy Day since COVID, and it’s important for supporters to make a good showing of support. He also informed the board that he and teen librarian Emily Kinney are developing an internship program for high school students interested in library science as a career.
Treasurer’s report: Sole informed the board that the Library ended the year with a slight surplus, which means that we did not need to transfer funds from the reserve fund to cover the beginning of 2023. She also reported that the annual appeal is going well, and has so far raised over $15,000 from the community and over $5,000 from the board, surpassing expectations.

December Expenditures: Lohrenz volunteered to review the December expenditures for the February meeting.

Audit Committee: Nothing to report

Building and Grounds Committee: Nothing to report

Finance Committee: Nothing to report. Sole informed the board that the committee will be reviewing the Internal Controls and Record Retention policies for the February meeting.

Fundraising Committee: Lohrenz discussed the art studio tour and the progress that the committee has made. He thanked committee members for their hard work, as well as Anne Schaeffer, one of the artists who is helping with the arrangements. He informed the board that the committee has settled on times and dates, April 29 from 1-5 and April 30 from 11-3 with a VIP event at 6pm on Saturday; they have also agreed on pricing tickets at $30 for general admission and $100 for admission and the VIP event. They will be working with local attorney Nolan Robinson on developing contracts with the artists, and Sole will be discussing liability coverage with the Library’s insurance company, Metzwood.

Nominating: Jamison reported that the committee will be meeting to schedule interviews within the next two weeks and will have a slate to present to the board at the February meeting.

Operations Committee: A motion to accept the updated Materials Selection policy which had been distributed for review in December was made by Powis, seconded by Tuttle, and passed without dissent.

Sustainability: Tuttle reported that the committee is 58% through the required tasks of the Sustainable Libraries Initiative, and the committee is aiming to have these completed by June 30th, 2023. There are 230 total tasks, which should be completed by the end of the year.

Old Business

New Business
Trustees discussed the reserve fund and how much the library should look to retain for the future.

Public Comments:
Next meeting: February 21st, 2023

Adjournment: A motion to approve was made by Powis, seconded by Sole, and passed without dissent. The meeting was adjourned at 7:51pm.