Present: Vice President Patricia Altman; Treasurer Marian Sole; Secretary Kathryn Schneider; Trustees Ann Birckmayer, Kevin Gilrain, Lee Jamison, Carol Leber, Brad Lohrenz, Christine Scott, Karen Vecellio; Friends of the Library Chair Marie Orlando, Library Director Matthew Pavloff

Absent/Excused: President Gary Spielmann, Bernadette Powis, Marisa Rothstein, Jim Tuttle, Mark Wilson

Meeting called to order at 7:00 by Altman.

Announcements – Altman: Spielmann sent out updated committee list, if everybody could check it please and let him know if any changes need to be made.

Minutes – Vecellio: The minutes of June 21, 2022 were distributed prior to the meeting. A motion to approve the minutes was made by Jamison, seconded by Gilrain, and approved unanimously.

Friends of the Library – Orlando: Pop up sales at Farmer’s Market in August, Book Sale September 9-11. Nominating committee is working on a slate of officers and budget. Friends are in good shape financially.

Director’s Report - Pavloff: Applied for MHLS Mini-grant to focus on outreach, received $1100, will be distributing fliers to schools highlighting library events in both English and Spanish. Will also work on translating newsletter and possibly some Spanish language book purchases.

Matt is serving on ad-hoc committee with MHLS to look at ebook use and perhaps devoting more of our budget to the purchase of ebooks.

Staff meeting was held – they have been less regular than in the past since COVID, but planning to get back into a regular routine.

An application has been submitted to register our library with the Talking Book and Braille Library, which are part of the NYS Library and can help us provide our patrons with vision or hearing loss access to specialized materials.

Mandy & Matt interviewed a candidate to replace Mandy while she is out on maternity leave and have offered him the position. Question raised about background checks on new employees, which will be referred to the Operations Committee.

Treasurer’s Report – Sole: The market is slowly improving and our accounts are starting to improve a bit. We were down in June. Budget – we have not yet heard back from the IRS about the penalty waiver for the late fee from the 990 filing. Carol Leber is looking into this and following up. We did have some unexpected expenses and the budget is about $11,000 short this year.
Powis reviewed check register for June, the total of which was $36,041.12, including credit card expenditures of $1,411.93. Jamison will review July expenditures. A motion to approve the Treasurer’s report was made by Vecellio and seconded by Scott, and approved unanimously.

Committee Reports:

**Building and Grounds – Schneider:** The committee is going to pursue having energy audit done this year – cost is only $100. Schneider has filled out the application and needs board authorization to file it. Jamison moved to authorize Schneider to file the application, seconded by Leber, and approved unanimously.

Additionally, the fireplaces will be cleaned.

Plaques will be replaced with the memorial trees in the yard in September along with a reception.

Disaster Response Plan – language was added to include active shooter response. Leber moved to approve the revised DRP, seconded by Gilrain, approved unanimously.

Pavloff will reach out to Sheriff’s Department about active shooter drill.

**Finance – Sole:** The committee did not meet.

**Audit – Leber:** All the information has been uploaded so auditor can work on 2021 report.

**Operations – Altman:** Updated Conflict of Interest and Ethics policies were distributed and she would like Board to vote on them in September.

**Fundraising – Lohrenz:** Spoke with Ken Reynolds’ son – KR left some money to the library, so Fundraising is working on planning an event around the contribution.

Lohrenz & Pavloff attended KPBA meeting last week – they have a big Art Walk in September, so we may do a joint event with them to raise money for the library, reach out to galleries and local artists. Tickets will be about $30, and if the artists sell any works they will donate a portion to the library. Weekend of October 8 & 9.

**Sustainability – Pavloff for Wilson:** 11% of application has been completed. We’ve had 70 pounds of plastics recycled. Committee members attended a webinar on preventing employee burnout. Presentation by NYSERDA on heat pumps in residential buildings on August 24th. Altman also attended meeting to discuss the policies that will need to be addressed as a result of the sustainability initiative.

**Nominating – Altman for Wilson:** The Committee will meet again in November.

**Old Business** – Spielmann’s Who We Are report was discussed in the Operations Committee, which will continue to look at and work to incorporate into long-range planning. Birckmayer inquired whether Pavloff has noticed increased in tourism traffic. He has, and thinks it may have to do with some of the new businesses that are attracting tourists and weekenders. Also the rail trail is bringing folks to and through the village.

Jamison reported there was positive feedback from the Town of Stuyvesant on the ukulele event.
**New Business – Altman:** Restricted vs. Unrestricted gifts – donations that come in – should we have a list of things that the library would like to use donations for, rather than leaving it up to the donor to figure out? We could have a list that says something like, “Here is a list of the Library’s needs that we would put your donation towards.” Can be a little bit tricky, because sometimes people want to see something tangible that their donation funds. People may respond to appeal to help us become more sustainable.

**Motion to Adjourn:** A motion was made by Sole, seconded by Leber, to adjourn at 7:53. Motion carried unanimously.

Respectfully submitted,

Karen Vecellio