Present:
President Gary Spielmann, Vice President Patricia Altman, Treasurer Marian Sole, Ann Birckmayer, Kevin Gilrain, Lee Jamison, M. Carol Leber, Brad Lohrenz, Bernadette Powis, Marisa Rothstein, Christina Scott, Jim Tuttle, Karen Vecellio, Director Matthew Pavloff

Excused: Kathryn Schneider, Mark Wilson

Meeting called to order by Spielmann at 7:02 p.m.

March Minutes: A motion was made by Altman, seconded by Powis, to approve the minutes of March 9, 2022, and passed unanimously.

Friends of the Library Report – Marie Orlando: The Friends have several pop-up events coming up in both the village of Kinderhook and in Stuyvesant, and book sales are going very well.

Director’s Report – Pavloff: The spring newsletter went out – thanks to Kevin, Gary, and Trisha for their help getting it out. The Library has registered as a non-profit on Facebook, allowing us to run fundraising ads. We have our first set up for National Library Week. Matt is researching Spanish language signage for the Library, and has moved our Spanish language collections to more prominent locations. Mandy presented on our decodable readers collection at the NYS Youth Services conference, and will be presenting at the Connecticut State Youth Librarians conference as well. We received $900 from the Stewart’s Holiday Match grant program. Matt and Kathy met with Harry Birckmayer to discuss our landscaping. Matt and members of the Sustainability Committee attended a webinar on diversity, equity and inclusivity.

Treasurer’s Report – Sole: Reports were distributed. February expenditures were reviewed and approved by Birckmayer. The check register expenditures totaled $8,866.07, and the credit card expenditures totaled $1,600.36. Powis will do March review and Vecellio will do April review. State budget update: there were no cuts to libraries. We didn’t get as much as we asked for, but we did get a small increase.

Committee Reports:

Building & Grounds – Powis for Schneider: Windows will be cleaned in June at a cost of $980. Our propane contract is up on April 30th; we will have a new contract with First Fuel. H. Birckmayer will be doing garden maintenance for us this year. We are looking at a new placement for the sundial, where it won’t be in the way for mowing. A memorial plaque will be added to it as well. Our fence is in need of cleaning, repairing and painting. Trisha has put the Disaster Plan in a Word document for easy accessibility.

Finance – Sole: The staff health insurance plan is being renewed for next year. We are looking at retirement plan options for staff as well.
Audit – Leber: We received a draft financial statement. Our 2020 990 will be filed next week.

Operations – Altman: Several policy updates were recommended:

Tuttle made a motion, seconded by Powis, to approve updates to the Materials Selection/Collection Development Policy, with the Library Bill of Rights and the Freedom to Read Statements attached. Motion carried unanimously.

Powis made a motion, seconded by Leber, to approve a COVID-19 Vaccination Policy. Motion approved unanimously.

Spielmann made a motion, seconded by Powis, to approve updates to the Long Range Plan. Motion approved unanimously.

A Public Comment Policy was presented and discussed. An amendment was proposed to allow for a public comment period at the beginning of each board meeting. A motion was made by Powis, seconded by Tuttle, to approve the policy as amended. The motion was approved unanimously.

Update to bylaws was discussed, including term limits for trustees. A motion to amend the proposal was made by Tuttle, seconded by Powis, to allow trustees to serve for three terms, leave the board, and return at any time for one additional three-year term. A motion was made by Tuttle, seconded by Sole, to approve the by-laws change as amended. Motion carried unanimously.

Finally, language in the Personnel Policy to describe the responsibilities of the new Assistant Director position will be tabled and presented next month.

Fundraising – Lohrenz: A fundraising letter went out to businesses asking for program sponsorship. We have raised $1100 to date.

Sustainability – Spielmann: Spielmann presented a report on Sustainability and the 414 Experience of the Kinderhook Memorial Library, as well as a demographic profile of our service area.

Old Business: None

New Business: The results of the recent board poll indicated that the third Tuesday of the month was an agreeable date for board members to meet. A motion was made by Tuttle, seconded by Powis, to move the regular monthly meeting of the Board of Trustees to the third Tuesday of each month. The motion was approved unanimously.

Public Comment: None

Good of the Order – All: None

Motion to adjourn made by Sole and seconded by Jamison. Motion carried unanimously and meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Karen Vecellio