DRAFT MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 20, 2022

Present
Patricia Altman  Marisa Rothstein
Ann Birckmayer  Christina Scott
Kevin Gilrain  Marian Sole
Lee Jamison  Gary Spielmann, President
Brad Lohrenz  Jim Tuttle, Treasurer
Matt Pavloff, Director
Bernadette Powis

Excused
Carol Leber, Kathryn Schneider, Karen Vecellio, Mark Wilson

Guests
Doug Grout, Marie Orlando

Call to Order/Announcements: Spielmann called the meeting to order at 7:00pm. Rothstein announced that the Claverack Library had a call for volunteers for their book sale, and informed that trustees could sign up for that on the library’s website.

Public Comments:

July Minutes: A motion to approve the July minutes was made by Sole, seconded by Tuttle, and passed without dissent.

Friends of the Library: Orlando reported that the Friends Booksale raised over $5,300, and that there are still pop-up sales on the horizon. There are currently about 237 members of the Friends, and the organization is considering changing the monthly meeting time to accommodate new members’ schedules. Orlando also reported that the Friends are contributing an additional $1,100 to the Library in 2023, and that she is stepping down as the Chair of the Friends at the end of the month. Spielmann thanked Orlando for her many years of dedication to the Friends and to the Library.

Director’s Report: Pavloff distributed the director’s report in advance for review. He informed the board that the Summer Reading Program has officially ended and saw over 5,000 people visit the Library in July and August. He also discussed the Library’s upcoming Renaissance Faire, our Battle of the Books teams, and patrons’ eBook usage and circulation information.

Treasurer’s report: Sole discussed the Library’s portfolio and reported that there is currently about $551,000 invested. The board discussed how the funds could be invested in ESG, and Sole informed the board that the committee is following reports on the usefulness of ESG stocks.
July Expenditures: Tabled to the October meeting.

August Expenditures: Tabled to the October meeting.

Building and Grounds Committee: Altman reported that the Library’s energy audit has been completed, and that the results should be coming in soon. Fireplaces have been serviced, and Pavloff has signed a contract with RMB Mechanical to service and maintain the HVAC system. They are also planning a Fall Cleanup Day in mid-October.

Finance Committee: The finance committee submitted a draft budget for 2023 to the board for review. Concerns were raised that the fundraising committee will have a very large ask; however, Lohrenz assured them that they are aware and are working on a fundraising strategy. Pavloff went through the lines of the draft budget to point out specific changes and the reasons for them. Tuttle offered to the board that he would match annual contributions made by trustees in the month of January, 2023 up to $10,000 to help alleviate some of the pressure on the fundraising committee.

Operations Committee: Altman distributed two revised policies in advance for review. A motion to approve the updated Code of Ethics policy was made by Gilrain, seconded by Scott, and passed without dissent. A motion to approve the updated Conflict of Interest policy was made by Powis, seconded by Lohrenz, and passed without dissent.

Fundraising Committee: Lohrenz reported that the committee is planning a major fundraiser for spring of 2023, an artists’ studio tour, which would allow donors to purchase tickets to tour various local artists’ studios. The committee will be seeking corporate sponsorships and explore additional fundraising opportunities tied to the event.

Nominating Committee: Altman reported that the committee has 4 trustee positions to be filled for the new term, and they are beginning to seek out candidates. They will also be looking for current trustees who are interested in executive board positions.

Sustainability Committee: Nothing to report.

Old Business

New Business
- Spielmann informed the board that the director’s evaluation should be completed by early October, which will give him time to discuss the results with Pavloff. At the October meeting, the board will go to executive session to discuss the director’s salary for the 2023 year.
- A resident and Library patron submitted a letter of dissatisfaction to the board and director regarding the use of video cameras in the Library. The letter was distributed to trustees in advance for review. He has raised the issue before, and in response the board has updated the policy to ensure staff are not actively supervising the cameras.
Public Comments:

**Next meeting:** October 18, 2022

**Adjournment:** A motion to adjourn the meeting was made by Altman, seconded by Powis, and passed without dissent. The meeting was adjourned at 8:14pm.