

Draft Minutes
KML - Board of Trustees Meeting
Jul 18, 2023

Present:

Patricia Altman, President
Amy Abbati
Seth Agata
Ann Birckmayer
Kevin Gilrain
Sharon Jensen

Brad Lohrenz, Vice President
Kathryn Schneider
Marian Sole, Treasurer
Christina Scott, Secretary
Jim Tuttle
Matthew Pavloff, Director

Absent: Roberta Baldini, Jodie Corngold, Bernadette Powis, and Marisa Rothstein.

Guests: Daniel and Wendy Bopp

Call to Order/Announcements: The meeting was called to order at 7:03. Guests to the meeting were welcomed and introduced. Reminder that there will be no meeting in August. The Director's Review will begin in September. Altman announced that she will be moving in the future. She will serve out her current year as president, which ends in December, and will complete her term as trustee, which will end in March.

Public Comments: Public discussion took place during new business.

February Minutes: A motion to approve the July minutes was made by K. Schneider and M. Sole seconded the motion; the minutes were unanimously approved.

Friends of the Library: Louise Marks was unable to attend. Pavloff reported that the Friends have a new proposed council. The next book sale is scheduled for August 5th at the Farmer's Market.

Director's Report: Pavloff reported on some highlights from the director's report. The library received a \$1,600 Ackerman Foundation grant for portable hotspots. The wifi hotspots will be available to loan out. The library has received bids for new website design; the goal is to have a new website up and running by the end of the year.

Treasurer's Report: M. Sole and J. Tuttle to meet with the accountant to understand what can be taken out of the reserve fund. They also plan to resolve the \$96,000 that is in a separate account - the money needs to be absorbed back into another account. The June expenditures were reviewed by B. Lohrenz. A. Birckmayer will review the July expenditures and S. Agata will review the August expenditures.

Audit Committee: J. Tuttle reported that the 990 has not been submitted yet and he will go over the review with the accountant.

Buildings & Grounds Committee: Schneider there is no meeting scheduled for July. Schneider stated that the library will need to bid on fuel - oil and propane- in August. Last year, the library paid \$6,000 in fuel. J. Tuttle made the motion to allow Altman to approve up to \$9,000 for propane and up to \$2,000 for oil for the pre-purchase of the 2023-2024 winter heating season. M. Sole seconded the motion and it was unanimously approved.

Finance Committee: M. Sole stated there are no summer meetings scheduled.

Fundraising Committee: B. Lohrenz stated there are no summer meetings scheduled, but due to the success of the first Artists' Studio Tour, the committee will begin planning that next event.

Nominating Committee: C. Scott and the committee met to discuss a recruitment event in August. The committee is asking each trustee to invite a community member to a cocktail party in August to promote and connect with community members who have an interest in becoming a trustee. We have four trustees moving off the board as of March 2024.

Operations Committee: M. Pavloff presented the new ADA policy for the library. S. Jensen made a motion to approve the policy and seconded by S. Agata. The motion was unanimously approved. The next policy up for review is the new combined Patron/Child Policy. The new policy has been sent out for the trustees to review and will discuss at the September board meeting.

Sustainability Committee: K. Gilrain reported that the committee will continue the checklist for the SLI, with the focus now on the final presentation and finalizing additional tasks.

Old Business: P. Altman announced that the 414 was certified by both clerks and had been sent to the Board of Elections.

New Business: P. Altman reported that last week an ad hoc committee met to begin strategic planning. The goal for the library for the next three years will be addressed in September.

M. Pavloff discussed the NY Forward grant and a partnership with the McNary Center/St. Paul's Church. A small committee is looking to restore the building in order to create a childcare center in the village with space for public use. M. Pavloff believes this project connects to the mission and values of the library and sought the board's approval to be a fiscal sponsor to the project. If the library lends the money from the reserve fund, the state would reimburse the library for expenses. The estimated cost of the renovations is \$200,000. The McNary Center via St. Paul's Church is handling the grant application and the request is to add the library on the application as a potential financial supporter. The discussion led to questions about if this is a risk to the library financially as well as with public perception. The concern for the cost and how

the money is given to the McNary Center and how the money would be refunded back to the library was also discussed.

M. Sole stated she would ask about the financial risk on Monday at the meeting with the library's accountant. A. Abatti stated her concern on the perception of the library becoming a financial backer of this project. A concern was also raised about using the library's reserve fund as a loan for another entity instead of using the reserve fund for the needs of the library. B. Lohrenz requested that our questions and concerns be brought to the NY Forward committee in order to learn more, but due to the deadline of the grant application, M. Pavloff stated that the motion would need to be made this evening. Pavloff asked for a motion to the board to approve the library being added on the St. Paul's/McNary Center NY Forward grant application as a potential financial sponsor for the renovation of the McNary Center. The motion was made S. Jensen and seconded by K. Gilrain. Three members of the board abstained from the vote, one member voted no, and seven voted yes, with four members absent. The motion did not pass. Moving forward St. Paul's/McNary Center will apply for the grant without the approved financial assistance from the library.

Adjournment: M. Sole made a motion to adjourn the meeting; seconded by S. Jensen and unanimously approved. The meeting was adjourned at 8:32pm.