

DRAFT MINUTES
**KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
DECEMBER 19, 2023**

Present

Amy Abbati

Seth Agata

Roberta Baldini

Ann Birckmayer

Jodie Corngold

Kevin Gilrain

Brad Lohrenz, Vice President

Marisa Rothstein

Bernadette Powis

Kathryn Schneider

Christina Scott, Secretary

Marian Sole, Treasurer

Jim Tuttle

Matthew Pavloff, Director

Excused

Patricia Altman, President; Sharon Jensen

Guests

Cindy Knights, Chair-Friends of the Library

Call to Order/Announcements: Lohrenz called the meeting to order at 7:01 pm.

414 Comments: The director's report was distributed in advance for review. Pavloff discussed the 414 vote, highlighting a breakdown by districts. Greater outreach to district 3, Niverville, was suggested.

Public Comments:

November Minutes: A motion to approve the November minutes with amendments was made by Sole, seconded by Powis, and passed without dissent.

Friends of the Library: Knights discussed a successful Candlelight Night. The annual membership drive will go out electronically on January 8th. January 12th will be Kick-off Events for patrons to write Valentines to express appreciation for the library. Super Stories will host a bookmark making contest for the library. Next Friends meeting will take place Monday, January 16th.

Director's Report: Pavloff discussed Candlelight Night. Advocacy Day will be moved up this year to February 7th. Rebekkah Smith-Aldrich asked for trustees to directly reach out to Senator Hinchey regarding library funding. Pavloff showed off new website which will launch in early January. Funding for heat pumps has been approved by Assemblyman Scott Bendett's office.

Nominating Committee: Lohrenz brought up that one more member is needed for the committee. Agata and Lohrenz volunteered to join. Scott informed the board that 12 community members came to the informational brunch to learn about becoming trustees. One person has applied so far.

Treasurer's report: Sole distributed the Profit and Loss statement ahead of the meeting for trustees to review. November expenditures will be tabled to the January meeting.

December Expenditures: Gilrain volunteered to review the December expenditures.

Building and Grounds Committee: Schneider recommended that the board move forward with the heat pump proposals. Discussion about pricing and funding ensued. Schneider moved that the library spend approximately \$12,050 but no more than \$16,000 to have Rycor install Mitsubishi heat pumps, Scott seconded, and the motion passed without dissent.

Finance Committee: Nothing to report.

Audit Committee: Nothing to report.

Operations Committee: Powis distributed the draft Material Selection and Collection Development policy in advance for review. She discussed the added changes, such as including the ALA Code of Ethics, selection criteria, and the option to allow anonymous complaints. A motion to approve the policy was made by Scott, seconded by Gilrain, and passed without dissent.

The draft Local History Collection policy was distributed in advance for review. A motion to accept the policy was made by Sole, seconded by Baldini, and passed without dissent.

Fundraising Committee: Lohrenz informed the board that on December 8th, all of the annual appeals went out. So far the library has received about \$4,700 in donations. For the Art Studio Tour, ten artists have been confirmed, and there will be a VIP party once again.

Sustainability Committee: Gilrain informed the board that of the 232 tasks on the SLI document, the library has completed 195. The library is ready to do a final presentation to SLI to finalize the certification. Pavloff showed the board the beginnings of the presentation.

Old Business

Strategic plan 2024: Gilrain thanked the board for giving feedback on the strategic plan, or one year "tactical plan" as an action focused plan. A motion to accept the tactical plan was made by Powis, seconded by Agata, and passed without dissent.

New Business: Sole presented the proposed slate of officers. Gilrain has agreed to move forward as president, Lohrenz has agreed to continue as Vice President, and Scott has agreed to move forward as Secretary. The decision to approve Birckmayer as treasurer is tabled until the January meeting. A motion to accept the slate without the treasurer was made by Sole, seconded by Tuttle, passed without dissent. A motion to approve the treasurer will take place in January.

Public Comments: None

Next meeting: January 16, 2023

Adjournment: A motion to adjourn was made by Lohrenz, seconded by Powis, and passed without dissent. The meeting was adjourned at 8:08 PM.

Recorded by Mandy Babirad