

DRAFT MINUTES
KINDERHOOK MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
September 16th 2025

Present

Brad Lohrenz, President
Sharon Jensen, Secretary
Kathy Pakenham, Treasurer
Amy Abbatti
Roberta Baldini
Ann Birckmayer

Jonathan Brennan
Jodie Corngold
Ned Depew
Carol O'Donnell
Erica Sapkiewicz
Matthew Pavloff, Director

Excused

Seth Agata, Rebecca Milone, Amparo Hoffman, Karen Seymourian

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

Announcements: None.

Kelly Sweeten from the Berkshire Taconic Foundation presented on how their foundation operates in our area and supports local non-profits.

July Minutes: July minutes were distributed in advance for review. A motion to approve was made by Jensen, seconded by Baldini, and passed without dissent.

Friends of the Library: Clare Dunn and Bonnie Shannon were present at the meeting. Dunn reported on the new slate of officers for the FOKML. They have a book sale coming up in October. In the winter, the FOKML may be doing a craft sale fundraiser

Director's Report: The Director's report was submitted in advance. Pavloff shared that he will be attending the NYLA conference in November. Registration for the summer reading program was lower but attendance at the library had increased from the previous summer. Staff have taken updated training on tech support for patrons. Pavloff met with members of The Columbia Kitchen about the possibility of becoming a meal drop off site. Pavloff is reviewing applications for consultants for strategic planning.

Treasurer's report: The P&L and check register was distributed in advance for review. Pakenham discussed the financial status of the library.

The April check register (\$23,115.04) and credit card bill (\$1,273.11) were reviewed and approved by Brennan.

Abbati had a question regarding the May check register before approval. Tabled to the October meeting.

The July check register (\$38,944.34) and credit card bill (\$5,019.95) were reviewed and approved by Baldini.

Audit Committee: The committee did not meet in August.

Building and Grounds Committee: Depew reported on upcoming projects that are planned for routine maintenance. Testing of GFCI outlets and winterizing of the library are planned. The ceiling tiles in the meeting room have been fixed.

Finance Committee: Pakenham reported that the team met. They discussed maturing CD, the 414, and the annual appeal letter. The bookkeeper will attend the next finance meeting to answer any questions.

Fundraising Committee: Sapkiewicz reported that the committee met. The collaboration with the Mac Hadyn Theatre saw 86 tickets sold. The proceeds from this event will be reported at the next meeting. The committee is preparing for a pub crawl event in October with local businesses. The committee is in the planning stages for a cocktail fundraiser in Stuyvesant and a silent online auction. The annual appeal is upcoming. A template for the letter and a distribution plan are being reviewed.

Operations: Baldini reported on policy updates. The Board will review the updated policy proposals for consideration at the next meeting. The FOKML has approved the Memorandum of Understanding between the FOKML and the Library and is eager to have it approved by the board.

Old Business: The 990 was included in the board packet for review. There will be a facilitated community forum regarding the 414 on October 19th. The FOKML will be advocating in the community in support of the 414.

New Business: There will be two anticipated vacancies on the Board in 2026. A call for applications for new trustees will be forthcoming. Nominations for executive officers will be called for soon.

Public Comments: None

Adjournment: A motion to adjourn was made by Pakenham, seconded by O' Donnell, and passed without dissent. The meeting was adjourned at 8:33PM.

Next meeting: October 21st, 2025