



## Board of Trustees Monthly Meetings

**Date:** July 21, 2022

**Location:** Zoom

### **Trustees Attending:**

Caitie Hilverman (President), Michael Grisham (Treasurer), Dani French (Secretary), Charlie Wittingham, Bill Stenehjem, Mark Orton, Elizabeth Dickey, AnnaMaria Assevero, Kimberly Erwin, Kris Weiss, Jessica Almeleh-Frazer, Maddie Meehan, Richard Garmise. Ryan Kelly

**Excused:** Carol Pledger, Gary Sheffer, Julia Black, Crystal Jeffs

**Absent:** N/A

**Staff Attending:** Emily Chameides (Director)

**Others Attending:** N/A

Meeting was called to order by Caitie Hilverman at 6:02pm. She welcomed trustees and guests.

*Minutes from the June monthly meeting were reviewed and approved by a motion from Mark Orton and seconded by Charlie Wittingham. Vote to approve minutes was unanimous.*

## Reports

### **President's Report and Board Development: Caitie Hilverman**

- The Gala was a great team effort, and was a lovely and successful event. Thank you!
- Trustee education
  - There are a couple of options for watching MHLS videos—one of them is on 414 initiatives.
  - Carol can host a watch party at her house, and Crystal offered to host one at Barnfox. Crystal will send out a poll for availability.
- 414 vote
  - Caitie, Liz, and Charlie have been collecting signatures. It's been great hearing the community's thoughts and concerns about financial hardship.
  - Caitie only had one person not sign because she wanted to know exactly how her taxes would be impacted.
  - As we move forward, it's useful to consider how we're framing our marketing and what our library could mean to people during times of financial hardship.
  - We can emphasize how the library is one of the only public spaces where you can be without spending money.

### **Friends of the Hudson Area Library Report: Mark Orton**

- The Friends portion of the agenda was moved up in the meeting since Mark has to leave right at 7.
- We had a recent meeting with several board members present.
- We're struggling to find a time for the next book and bake sale. Sales happen 2-3 times a year
- Caitie: The Friends have been reading children's books at the Farmer's Market and it's been popular and adorable.
- Last month the Friends approved Emily's wishlist and now they're looking for volunteers to get signatures for the 414 (they are doing a separate effort).

### **Treasurer's Report: Michael Grisham**

- We've collected 72% of the annual budgeted income and spent 43% of budgeted operating expenses.
- Total expenses for the month of June were \$66,734.
- We made just over \$72,000 from the annual benefit and there were less than \$17,000 in expenses. Call for the Cause was very successful, although we have to do some follow-up on pledges.
  - Maddie asked how the Gala numbers compared to last year. Michael said it's tough to compare because we haven't had an in-person Gala in a couple of years. We did, however, outperform the last pre-COVID year.
  - Kimberly asked if the payment technology helped. Emily responded that having people pay on the spot made it nice to not have to follow up with as many people for pledges.

*A motion was made to approve the Treasurer's Report by Charlie Wittingham and seconded by AnnaMaria Assavero. Vote to approve the report was unanimous.*

*A motion was made to approve the Profit & Loss Statement by Mark Orton and seconded by Maddie Meehan. Vote to approve the report was unanimous.*

### **Director's Report: Emily Chameides**

- Staffing notes
  - We now have Bella, a summer youth employee from CGCC.
  - We've been juggling staff vacations and sick leave.
  - We've been extra busy with summer events and kids being out of school.
- Oral history project updates
  - Websites for the oral history collection and the Black Legacy Association of Columbia County will be up by end of summer
  - We have a deadline of end-of-August to get all grant-related oral history projects done.
  - This weekend: Banana Splitter event on the sidewalk in front of Hudson Hall. Sign up to listen to an oral history and eat sundaes. Hoping to do more events like this going forward.
  - Oral History Summer School is working with us to create radio shows to broadcast on WGXC app.
- Facilities update
  - Received and accepted a quote for installation of shades
  - New shelving arrived for periodicals and AV sections.
- Tabled at Climate carnival to table with CCLA. It was fun and great to see people out there. Will be back Sept 3 for the Columbia County Fair.

- 4:30-9:30 is the time slot. If we have more people sign up we can have shorter shifts.
- Emily ordered five copies of the handbook if anyone wants one.
- The Trustee Education Bill will have education mandated for all trustees. There's now more guidance on education, and there's links in the report if you have more questions about it. Trustee must have a minimum of two hours of education every year

## **Committee Reports**

### **Marketing and Fundraising: Charlie Whittingham, Bill Stenehjem**

- 414 Update
  - We need 300 petition signatures before August 8. Signing the petition puts the proposition on the ballot.
  - Read the language that's at the top of the petition: we're moving from \$250k to \$350k in the tax base. This will impact people's taxes negligibly; we're working on how to frame the differential.
  - Charlie is going to send out the petition page as an email. We need each board member to obtain 30 signatures. We currently have 95 signatures All signatures need to be verified with the Hudson elections board
  - Some opportunities to collect signatures include the farmer's market on 7/23 and 7/30 and Waterfront Wednesdays on 7/27 and 8/3.
  - You need to be a Hudson registered voter to both collect signatures and sign the petition.
  - Libby Post is our consultant. She's putting together a one-pager with some FAQs
  - We can collect signatures in the hallway of the armory (not in the library itself).

### **Programming Committee: Liz Dickey**

- Maddie joined the committee.
- Reminder that you don't have to be on the committee to help out at program events
- Liz clarified the mission of the committee which is to assist Tracy with existing program's effectiveness and making sure we're serving the community.
- The recent Youth Craft Fair was able to happen thanks to both a grant and Tracy's efforts. The goal was to help teens and tweens learn various crafts. The event was a success and the kids made a lot of money and the talent was really great to see
- 250 books have been given away in conjunction with Hudson Free Libraries at key community events.
- AnnaMaria asked if there was a way to let the board know of events where people are needed, and Liz confirmed that the [Key Community Events](#) sheet was the best way.
- Maddie is working on data collection to help make sure the programs are serving the community.
- Maddi asked how we can rally other board members to attend events if we are. Caitie confirmed that emailing the group is the best.

### **Ghostly Gallop: Gary Sheffer**

- Caitie gave us Gary's updates in his absence.

- We're going to try a costume contest and photo booth for the kids. There will be some great prizes for the contest.
- Individuals and teams will be able to raise funds on their own.
- Julia has a great list of ideas for sponsors.
- The giveaway to registrants will be a water bottle or tote bag. No more T-shirts!
  - Only concern is cannibalizing our tote bag sales.

**History Room: Gary Sheffer**

- Caitie gave us Gary's updates in his absence.
- \$3,000 anonymous gift to archive the Arthur Kowee Urban Renewal Papers
- Donation of historic Hudson photo album purchased from eBay for \$500 (also anonymous)
- Nina Boutsikaris is archiving the Hudson Area Map collection as a volunteer in consultation with the Southeastern Library.
- There's an uptick in History Room visits and research requests.

**New Business/Public Comments**

Kris mentioned that we can share photos from the Gala on social media. Make sure to tag the HAL. She's also working on a promotional video to prepare for next year.

*Motion to adjourn made by Mark Orton at 6:59pm and seconded by Michael Grisham. Vote to adjourn was passed unanimously.*

Dani French (with assistance from Liz Dickey)
<b>Recording Secretary</b>

August 18, 2022
<b>Date of approval</b>