



Board of Trustees Monthly Meetings

Date: March 21, 2022

Location: Zoom

Trustees Attending:

Mark Orton (President), Caitie Hilverman (Vice President), Michael Grisham (Treasurer), Dani French (Secretary), Jessica Almeleh-Frazer, AnnaMaria Assevero, Miranda Barry, Elizabeth Dickey, Kimberly Erwin, Gary Sheffer,, Carol Pledger, Julia Black, Charlie Wittingham, Bill Stenehjem

Excused:

Absent: Kris Weiss, Kenneth Kraus

Staff Attending: Emily Chameides (Director)

Others Attending: Janet Miller, Janet Schnitzer (Friends)

Meeting was called to order by Mark Orton at 6:05pm. He welcomed trustees and guests, and said we'd begin with the regularly monthly meeting followed by the annual meeting.

There were two sets of meeting minutes to approve: the February monthly meeting and the special meeting held March 7 to approve changes in the library COVID protocol.

Minutes from both meetings were reviewed and approved by a motion from Charles Wittingham and seconded by Michael Grisham. Vote to approve minutes was unanimous.

Reports

Treasurer's Report: Michael Grisham

- Through Feb: We received 45% of annual budgeted income and spent 13% of budgeted operating expenses.
- Total receipts: \$12,968
- Expenses: \$52,774. Higher than usual because of a grant for furniture/fixtures/equipment (video-making equipment from Apple).
- Nothing exceptional in the income area.
- Discrepancy between overall report and profits & loss: Expenditures for equipment were placed under Office & Library Supplies line item in P&L. A new line item will be created for computer equipment.
- Mark praised the attention to detail and the team effort between Michael and Emily.

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

A motion was made to approve the Profit & Loss Statement by Dani French and seconded by Miranda. Vote to approve the report was unanimous.

Director's Report: Emily Chameides

- Temporary safety updates
 - We're seeing a balance of masked and unmasked folks in the library.
 - We provide masks for people who want them.
 - Some concerns have been expressed by patrons about the change in policy. Emily is doing her best to try to listen and accommodate everyone's needs. Tracy and Emily created a survey for the site and newsletter asking for opinions on set masked-only hours for the library (an idea that came from the staff).
- Update to Libby (ebook, emags): The library system, Upper Hudson Library System, and Overdrive came up with an agreement to make our items available to patrons of one another's systems, but you have to add the ability to use the Upper Hudson Library System to your account.
- We received a \$4,000 grant to help us purchase books to give out at outreach events (partnership with Hudson Little Free Libraries).
- Trying to get new shades and shelving and some new phones, but we're experiencing supply chain issues and shortage of workers.

Committee Reports

Board Development: Caitie Hilverman

- Thank you for giving Emily feedback via her evaluation.
- We're losing two trustees today: Miranda and Ken. (Thank you for everything!)
- Caitie has one potential trustee who will join us next time. Please talk to your networks to find potential new trustees.
- We found someone interested in spearheading the Friends. The plan is to have a meeting with Janet and Toni in the coming weeks to get them up to speed.

Marketing and Fundraising: Miranda Barry, Charlie Whittingham, Bill Stenehjem

- The committee has put together a list of events for the year: the Gala, Ghostly Gallop, and Art Auction dinner in connection with the Advisory Board. These events are the core of fundraising.
- The 414 vote
 - Charlie has met with the Mid-Hudson Library System to talk strategy. He's been in touch with the Board of Directors.
 - Next meeting, we'll need to decide what amount we're going to ask for.
 - April-July will be all about petitioning in Hudson and Greenport. We'll want to get more than the minimum to account for duplicates.
 - The petition is due August 8. The election in November.
 - Janet asked about Stockport, but they're not part of our petition area.
- The Gala
 - We're locked for June 17 (a Friday) at Ken's property in Greenport.
 - Theme is Around the World.
 - Invitation design is done and they're going to be ready by the beginning of April, if not earlier.
 - Emily is getting a list together. Julia will be doing outreach to potential donors and will share the list.

- We'd like to get at least 130 present. 150 is a stretch goal.
- Ken is donating some art and sculptures to auction off.
- Everyone in town on that date will need to help volunteer.
- Sponsorship \$5,000 for a table and tickets are \$150. There are various levels of sponsorship below that.
- Miranda suggested adding sponsors to the invite to give people FOMO and encourage them to sponsor. Julia said she's thinking about it.

- May 14 is Family Day in Greenport.

Program Committee: Liz Dickey

- Full committee meeting this Wednesday to cover:
 - Tracy's vision for how the committee can support the library—revising how board participation can accomplish what she has in mind
 - Liz sent a document outlining board responsibilities
 - Recruiting volunteers to participate
 - If you're on the fence, the plan is to have quarterly meetings and asynchronous work, being a sounding board for which communities we're serving and how we're serving them.

Ghostly Gallop: Gary Sheffer

- No updates

History Room: Gary Sheffer

- Gary is hosting a panel this Thursday on the Hudson River with Emily and folks from Furgary/Boat club. Using clips from collections talking to folks about their relationship to the river. Thursday at 6pm .

Friends of the Hudson Area Library Report: Janet Miller

- We're selling candy bars, \$3 each, dark and milk chocolate. You can get them at the desk in the library.
- National Library Week is coming up, and so is National Library Workers Day. The Friends have always had a lunch for the library workers. It's going to be pared down and will probably be coffee and a dessert platter on Tuesday, April 5.

New Business

None

Motion to adjourn by Bill Stenehjem at 6:41 pm and seconded by Julia Black. Motion passed unanimously.

Dani French	April 21, 2022
Recording Secretary	Date of approval

